



Staffordshire Governors Association Annual General Meeting

Walton Priory Middle School, Walton, Stone 18th October 2010

Welcome:

Amanda welcomed our guests and explained that there would be the AGM followed by a meeting to look at the needs of the SGA and the vision for the next three years.

Apologies:

Kay Manuel and Mike Maybury who is not standing for re-election

Minutes of last meeting:

These were read and accepted by those present.

Matters arising:

Amanda reported that the launch was well attended and that the Local Authority had been very supportive of the SGA.

Chairs Persons Report:

Ian Bloor had arranged help with funding for the launch. As the Association had started from scratch Ian assisted by letting us use the school bag and arranged for a line on the SLA (buyers guide) to collect membership.

Amanda outlined to those who had not attended previous meetings how the cost of membership was arrived at.

The development of the website was outlined and how we had been invited to put a representative on the WAMG committee.

Stephanie Hayward had invited the SGA to look over the consultation documents. She has also requested we have regular meeting with herself. Stephanie, having worked in various counties feels we are not a typical Association as we are so pro-active and become very involved.

The SGA has developed some very good relationships over its first year which has given us a good foundation and we are being recognised by various bodies.

The website has been an excellent tool, not only for informing members but receiving requests to assist governing bodies and indeed parents. The SGA is working towards making governance simpler and smarter, to encouraging recruitment and developing governors and governing bodies.

Here the consultation was discussed and the challenge of keeping up a 53% membership.



Treasurers Report:

STAFFORDSHIRE GOVERNORS ASSOCIATION

UNAUDITED ACCOUNTS FOR THE PERIOD FROM 27/02/09 TO 30/09/10

CASH BASIS

INCOME AND EXPENDITURE

	<u>£.P</u>
<u>INCOME</u>	
Staffordshire County Council – Development Grant	2,000.00
Staffordshire County Council – SGA Launch Event	500.00
Governor Network Funding Balance	74.00
Members Subscription Fees (Note 1)	6,720.00
Interest	1.53
TOTAL INCOME	<u>9,295.53</u>
<u>EXPENDITURE</u>	
Original Website Development	999.00
Additional Website Development	310.00
Additional Domain Name (Including Renewal) (Note 2)	20.00
Annual Webhosting/Housekeeping Renewal (Note 2)	250.00
SGA Launch Event	714.61
NGA Subscription Fees (Note 3)	1,075.00
TOTAL EXPENDITURE	<u>3,368.61</u>
NET INCOME	<u>5,926.92</u>



BALANCE SHEET

	<u>£.P</u>
<u>CURRENT ASSETS</u>	
Debtors	0.30
HSBC Bank – Community Account	734.40
HSBC Bank – Business Money Manager Account	5,192.22
TOTAL CURRENT ASSETS	<u>5,926.92</u>

FUNDS

Total Funds Brought Forward	0.00
Net Income For The Period 27/02/09 To 30/09/10	5,926.92
TOTAL FUNDS	<u>5,926.92</u>

ACCRUALS AND PREPAYMENTS BASIS

INCOME AND EXPENDITURE

	<u>£.P</u>
<u>INCOME</u>	
Staffordshire County Council – Development Grant	2,000.00
Staffordshire County Council – SGA Launch Event	500.00
Governor Network Funding Balance	74.00
Members Subscription Fees (Note 1)	3,464.47
Interest	1.53
TOTAL INCOME	<u>6,040.00</u>

EXPENDITURE

Original Website Development	999.00
Additional Website Development	310.00
Additional Domain Name (Including Renewal) (Note 2)	11.37
Annual Webhosting/Housekeeping Renewal (Note 2)	34.25
SGA Launch Event	714.61
NGA Subscription Fees (Note 3)	179.66
TOTAL EXPENDITURE	<u>2,248.89</u>
NET INCOME	<u>3,791.11</u>



BALANCE SHEET

£.P

CURRENT ASSETS

Debtors	235.30
Prepayment - NGA Subscription Fees	895.34
Prepayment - Additional Domain Name	8.63
Prepayment - Annual Webhosting/Housekeeping Renewal	215.75
HSBC Bank – Community Account	734.40
HSBC Bank – Business Money Manager Account	5,192.22
TOTAL CURRENT ASSETS	7,281.64

CREDITORS

Creditors	(45.00)
Prepayment - Members Subscription Fees	(3,445.53)
TOTAL CREDITORS	(3,490.53)

NET ASSETS 3,791.11

FUNDS

Total Funds Brought Forward	0.00
Net Income For The Period 27/02/09 To 30/09/10	3,791.11
TOTAL FUNDS	3,791.11

NOTES

1. Members Subscription Fees

The members subscription fees received are for a year from 01/04/10 to 31/03/11. Therefore in the Accruals and Prepayment Basis accounts the portion shown relate to the period from 01/04/10 to 30/09/10.

2. Additional Domain Name Renewal and Annual Webhosting/Housekeeping Renewal

The additional domain name renewal and annual webhosting/housekeeping renewal paid are for a year from 12/08/10 to 11/08/11. Therefore in the Accruals and Prepayments Basis accounts the portion shown relate to the period from 12/08/10 to 30/09/10.

3. NGA Subscription Fees

The NGA subscription fees paid are for a year from 01/08/10 to 31/07/11. Therefore in the Accruals and Prepayments Basis accounts the portion shown relate to the period from 01/08/10 to 30/09/10.



Steve Swatton
Treasurer
Staffordshire Governors Association

TREASURERS REPORT FOR THE PERIOD 27/02/09 TO 30/09/10

On a “Cash Basis” the total funds at the end of the period is £5,926.92 while on an “Accruals and Prepayments Basis” the total funds at the end of the period is £3,791.11.

It was expected that these accounts would have included the costs of the first full conference. However as you are aware the conference date has been changed from 13/10/10 to February 2011.

We are grateful to JCB for sponsoring the conference by providing the conference rooms. Based on 100 Governors attending the conference the estimated costs of the conference will be £2,200 including the buffet and refreshments. We do not intend to charge member schools for at least the first 2 Governors attending from their Governing Body.

The number of member schools as at 30/09/10 was 218.

Our thanks were extended to Akumenta, not only did they assist immensely by being very reasonable with their set up charge, but the house keeping charges and various additions have also been affordable. This plus their willingness to help and never becoming phased with our demands.

Election of Committee:

Amanda stood down as Chair and asked for nominations.

David Piggott asked for nominations for the Chair.

David Owen proposed Amanda Brooke seconded by Carol Felton.

Vice Chair: David Piggott proposed by Carol Felton Seconded by David Owen.

Secretary; Carol Felton proposed by David Owen seconded by Amanda Brooke.

Treasurer; Steve Swatton proposed by Carol Felton seconded by David Owen.

Communications and Website David Owen proposed by David Piggott seconded by Amanda Brooke.

Further committee members:

Kay Manuel

John Lockley

Caroline Law,

Nigel Cox

Dan Beard.

Ratification of the Constitution:

David Piggott voted we ratify the Constitution, owing to time constriction the new committee members were asked to read the constitution on the web site and request any amendments at the next meeting.

Date of next meeting TBA

Thanks were extended by the Chair to those who had attended the meeting.

Signed..... Dated.....



STAFFORDSHIRE GOVERNORS ASSOCIATION

UNAUDITED ACCOUNTS FOR THE PERIOD FROM 27/02/09 TO 30/09/10

CASH BASIS

INCOME AND EXPENDITURE

	<u>£.P</u>
<u>INCOME</u>	
Staffordshire County Council – Development Grant	2,000.00
Staffordshire County Council – SGA Launch Event	500.00
Governor Network Funding Balance	74.00
Members Subscription Fees (Note 1)	6,720.00
Interest	1.53
TOTAL INCOME	<u>9,295.53</u>
<u>EXPENDITURE</u>	
Original Website Development	999.00
Additional Website Development	310.00
Additional Domain Name (Including Renewal) (Note 2)	20.00
Annual Webhosting/Housekeeping Renewal (Note 2)	250.00
SGA Launch Event	714.61
NGA Subscription Fees (Note 3)	1,075.00
TOTAL EXPENDITURE	<u>3,368.61</u>
NET INCOME	<u>5,926.92</u>

BALANCE SHEET

£.P

CURRENT ASSETS

Debtors	0.30
HSBC Bank – Community Account	734.40
HSBC Bank – Business Money Manager Account	5,192.22
TOTAL CURRENT ASSETS	<u>5,926.92</u>

FUNDS

Total Funds Brought Forward	0.00
Net Income For The Period 27/02/09 To 30/09/10	5,926.92
TOTAL FUNDS	<u>5,926.92</u>

ACCRUALS AND PREPAYMENTS BASIS

INCOME AND EXPENDITURE

£.P

INCOME

Staffordshire County Council – Development Grant	2,000.00
Staffordshire County Council – SGA Launch Event	500.00
Governor Network Funding Balance	74.00
Members Subscription Fees (Note 1)	3,464.47
Interest	1.53
TOTAL INCOME	<u>6,040.00</u>

EXPENDITURE

Original Website Development	999.00
Additional Website Development	310.00
Additional Domain Name (Including Renewal) (Note 2)	11.37
Annual Webhosting/Housekeeping Renewal (Note 2)	34.25
SGA Launch Event	714.61
NGA Subscription Fees (Note 3)	179.66
TOTAL EXPENDITURE	<u>2,248.89</u>
NET INCOME	<u>3,791.11</u>

BALANCE SHEET

£.P

CURRENT ASSETS

Debtors	235.30
Prepayment - NGA Subscription Fees	895.34
Prepayment - Additional Domain Name	8.63
Prepayment - Annual Webhosting/Housekeeping Renewal	215.75
HSBC Bank – Community Account	734.40
HSBC Bank – Business Money Manager Account	5,192.22
TOTAL CURRENT ASSETS	<u>7,281.64</u>

CREDITORS

Creditors	(45.00)
Prepayment - Members Subscription Fees	(3,445.53)
TOTAL CREDITORS	<u>(3,490.53)</u>

NET ASSETS

3,791.11

FUNDS

Total Funds Brought Forward	0.00
Net Income For The Period 27/02/09 To 30/09/10	3,791.11
TOTAL FUNDS	<u>3,791.11</u>

NOTES

1. Members Subscription Fees

The members subscription fees received are for a year from 01/04/10 to 31/03/11. Therefore in the Accruals and Prepayment Basis accounts the portion shown relate to the period from 01/04/10 to 30/09/10.

2. Additional Domain Name Renewal and Annual Webhosting/Housekeeping Renewal

The additional domain name renewal and annual webhosting/housekeeping renewal paid are for a year from 12/08/10 to 11/08/11. Therefore in the Accruals and Prepayments Basis accounts the portion shown relate to the period from 12/08/10 to 30/09/10.

3. NGA Subscription Fees

The NGA subscription fees paid are for a year from 01/08/10 to 31/07/11. Therefore in the Accruals and Prepayments Basis accounts the portion shown relate to the period from 01/08/10 to 30/09/10.

Steve Swatton
Treasurer
Staffordshire Governors Association

TREASURERS REPORT FOR THE PERIOD 27/02/09 TO 30/09/10

On a "Cash Basis" the total funds at the end of the period is £5,926.92 while on an "Accruals and Prepayments Basis" the total funds at the end of the period is £3,791.11.

It was expected that these accounts would have included the costs of the first full conference. However as you are aware the conference date has been changed from 13/10/10 to February 2011.

We are grateful to JCB for sponsoring the conference by providing the conference rooms. Based on 100 Governors attending the conference the estimated costs of the conference will be £2,200 including the buffet and refreshments. We do not intend to charge member schools for at least the first 2 Governors attending from their Governing Body.

The number of member schools as at 30/09/10 was 218.