



**ESSEX CLERKS' ASSOCIATION
AGM
MINUTES**

**MINUTES OF THE ANNUAL GENERAL MEETING
OF THE ESSEX CLERKS' ASSOCIATION
HELD REMOTELY ON ZOOM**

DATE: Thursday 21 April 2022

TIME: 5.00pm

Executive Committee present:

Tina Weavers (Chair)	Chris Orme (Vice-Chair)	Sue Leek (minutes secretary)
Peter Bates	Angela Fuller	Wendy Newton
Chris Orme	Marion Myers (treasurer)	Lorraine Cross
Emma Simmons	Karen Willis	

The meeting was attended by 24 other clerks representing schools throughout Essex.

It was agreed that the meeting could be recorded and posted on the website.

- 1) Tina welcomed everyone. It was a very pleasing turnout. Apologies were accepted from Penny Callingham and Becky Poynter.
- 2) Tina delivered her report on another very successful year (attached)
- 3) Presentation of the Accounts 1 April 2021 to 31 March 2022
 - a) The amended accounts would be available on the website.
 - b) Subscriptions for 2021-22 showed a reduction of 34% from last year.
 - c) The invoices for 2022-23 had been sent out and clerks were invited to check that their schools had received them and contact Marion if not.
 - d) The income had been £3,121.80 and the expenditure £1,088.19 showing a year end balance of £2,033.61.
 - e) The deposit account had a balance of £18,009.31 with a carry forward of £3,832.87 giving a total balance of £23,875.79. There had been very little expenditure last year (no conference).
 - f) The accounts were at present un-audited.



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g) The exec had agreed that the subs should remain at £15.

4) Minutes of last year's Annual General Meeting

a) The minutes from the meeting held on 20 April 2021 were a correct record and would be posted on the website.

b) The subscription fee remained at £15 to allow individual clerks to subscribe if they wished. Clerks were reminded that this was a donation and a large number of MATs were reluctant to continue paying for each individual school so inevitably the ECA's income would decrease over time, however there was currently a substantial buffer to enable sustainability.

5) The Executive Committee members (named above) had all agreed to stand again and this was **approved**. The officer posts would be allocated at the next exec meeting. Additional members were always welcomed.

6) Approve the Constitution

a) The following minor adaptation was made at 6i and **approved**:
'federation or academy trust' was added

b) The amended document would be added to the website.

7) The date and time of the next meeting would be distributed in due course.

The meeting closed at 5.19pm