



**ESSEX CLERKS' ASSOCIATION  
AGM  
MINUTES**

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

**DATE:** Tuesday 18 April 2023

**TIME:** 5.04pm

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		

Apologies from executive member Karen Willis were accepted. The meeting was attended by 25 other clerks representing schools throughout Essex.

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

- 1) Tina welcomed everyone. Apologies were accepted from Christine Nunn, Beverley Kekwick, Jennifer Connolly and Jo Marsden.
- 2) Tina delivered her report on another very successful year (attached)
- 3) Presentation of the Accounts 1 April 2022 to 31 March 2023
  - a) The accounts had been shared in advance of the meeting and Marion gave a quick update.
  - b) Expenditure was £4,288 and income a reduced £2,105. The Association reserves were reduced although there was still a healthy balance of £21,708.
  - c) All were invited to ensure their schools were subscribing and if not to contact Marion for an invoice.
  - d) The balance was used to fund briefings and the conference and other minor expenses.
- 4) The minutes from the last meeting held on 21 April 2022 were approved.



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- 5) There were no matters arising.
- 6) Election of committee
  - a) All members had agreed to remain another year.
  - b) Tina had been re-elected Chair, Chris Vice-Chair, Marion Treasurer and Peter Membership Secretary.
  - c) More members were needed, particularly a clerk from a large MAT and a clerk who also worked in a school and enquiries would be welcomed. Meetings took place around 6 times a year, usually remotely but sometimes in Chelmsford.
- 7) Approve the Constitution
  - a) Some amendments had been made to enable anyone who was no longer a clerk but who worked in wider school governance to remain a member.
  - b) The updated constitution was agreed.
- 8) The next meeting would be arranged in due course.

The meeting closed at 5.16pm