**Reed First School**

**Parent Teacher Association**

**FoRS (Friends of Reed School)**

**Registered Charity No. 1091180**

**ANNUAL GENERAL MEETING**

**Held in School hall on Friday 19th September 2025 at 2pm**

## Special Business

The head teacher explained that the FoRS Chairperson Jade Ames stepped down in May and the current secretary Dana Cunningham has left at the end of July. Our current constitution states that there must be a minimum of 2 official members.

Present today – Vicky Wittich, Christine Murphy, Jade Ames, Sarah Wood, Robyn Figueira, Helen Pemberton and Rianne Howard.

## AGM

1. **Apologies for absence**
   Apologies received from Dana Cunningham, Kay Islin, Sophie Clarke and Sammie Rainey.
2. **Minutes of the Annual General Meeting held on 22/11/2024** were agreed.
   These were approved by Jade Ames and seconded by Vicky Wittich.
3. **Matters arising from the minutes**
   Reed Council have been approached with regards to funding for the school and Jade will follow this up.
4. **Chairs Report for 2024/2025**
5. **Treasurers Report for 2024/2025**
6. **Appointment of an Independent Examiner of Accounts for the year ending September 2026**
   To be confirmed.
7. **Election of Officers and Trustees of the Committee:**
   Chair – Sarah Wood
   Secretary – Robyn Figueira
   Treasurer – Christine Murphy
   Members – Kay Islin, Helen Pemberton, Anna Nicholls, Sophie Clarke, Rianne Howard, Jade Ames, Justina Owczarska, Penny Joannou.
8. **Special Business**
   Finance going forward, emphasis on cashless where possible. There will be occasions for cash and this will be reconciled by the treasurer.
9. **Any Other Business**
   Fors Meeting – date and time to be arranged