

**Minutes of Annual General Meeting**

**Held on 29<sup>th</sup> February 2016 at 7.30 pm**

**At Parkside Community College, Cambridge**

**Trustees Present:** Nick Hood (Chair), Andrew Hutchinson (Vice Chair and Executive Principal)  
Robert Lawson, Anne Campbell, Benedicte Foo, Mike Dixon  
Anne Campbell

Members M Carrington; M Smart

Members by Proxy J Cohen; P O'Grady; S Gallagher; N Schiannini; H Tunnicliffe; J Dhesi; M Su; J Griffiths; S Foreman; (9)

**Others Present:** Miles Carter (MC) (Company Secretary)

**Appologies:**

The meeting commenced at 7.30 pm.

**1. Declarations of Quorate**

The company secretary reported that following sending out the notice convening the AGM he had received a large number of emails from members asking that they be removed from the list. As a result the membership of the trust now stood at 89. The signed proxies listed above had all been received at least 48 hours before the meeting so with the members present and proxies the required 10% of members attending was reached and the meeting was quorate.

**3. Minutes of previous meeting**

The minutes of the AGM on 2<sup>nd</sup> March 2015 had been posted on the Company website. The Chair was authorised to sign these as an accurate record . Minutes agreed and signed by Chair

**4. Chairmans Report**

The Chair reported on the main activities of the Trust over the past year, specifically on the educational performance at Coleridge and Parkside. It was noted that the performance at Coleridge, albeit for a weak group, was disappointing but the results at Parkside placed it in the top

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100 Schools in the Country. An independent consultant had also been used to review and assess the progress of the Trumpington students and this was very positive

The Chair then summarised the expectations of the new building at Trumpington and the expected financial outcomes. In response to a question from a member the chair explained that whilst the cash resources at CCEF were independent of the County Council it was envisaged that some financial support towards the Trumpington set up would be required over the next 2 years to fund the purchase of equipment needed to fund student growth

**5. Election of New Trustees and Retirement by Rotation of current Trustees**

The Company Secretary reported that we had four Trustees retiring by rotation , namely Mike Dixon, Tim Steel, Craig Morrison and Rasha Tanbouly. Messrs Dixon Steel and Morrison has expressed their willingness to be re-elected and the meeting agreed that they were so re-appointed as Trustees.

**6. Financial Accounts for the period ended 31<sup>st</sup> August 2014**

The accounts for City of Cambridge Education Foundation Limited were tabled, having been published as a draft on the website.

Company Secretary summarised the accounts explaining the main sources on income and expenditure and the main assets and liabilities as shown in the Accounts together with the main reasons for the deficit in the year

A member asked if consideration had been given to reviewing the Company's bankers in light of recent events. After some discussion it was agreed that as a policy the company should undertake such a review at least once every 5 years, bearing in mind the options that were available and the poor rates of investment returns that were being achieved

There being no further questions the Accounts were approved unanimously and Nick Hood was authorised to sign accounts

**7. City of Cambridge Education Limited**

The statutory accounts of City of Cambridge Education were tabled. This company remains dormant with £1 assets. Nick Hood was authorised to sign the account

8. **Any Other Business**

Chair asked if there was any other matters that members wished to raise

There being none the Chair thanked all for attending and closed the meeting.

**Date of next meeting** To be advised.

Signed as an accurate record ..... N Hood..... Date .....8-5-17.....  
Chair