

NOTICE

ANNUAL GENERAL MEETING



Our Vision

Scout Road Academy children have the skills, knowledge and attitudes to flourish and succeed as they move forward in life. They develop in a culture of respect, positivity and determination.

28th November 2019

AGENDA

Dear Member,

THE MEMBERS BOARD OF SCOUT ROAD ACADEMY

Please find the agenda and supporting paperwork for the forthcoming Annual General Meeting that will take place at Scout Road Academy, Mytholmroyd at 6.00pm on Thursday, 12th December 2019. Could Members arrive 10 minutes before the meeting i.e. 5.50pm for a prompt 6.00pm start.

Please ensure that you have read through all the papers before the meeting so that the meeting can progress effectively.

If you are unable to attend this meeting, please inform Janine Webb at bursar@scoutroadacademy.org.uk in advance so that your apologies and reason for absence can be passed to the Member Board.

If you are submitting a paper, please e-mail it to Janine Webb prior to 2nd December 2019 for uploading to the website.

Should you wish an item to be added to the agenda please contact the Chair of the Member Board prior to 2nd December 2019 for consideration.

Yours sincerely

Janine Webb

Agenda Item	Item	Lead	Info/Action/Ratification/Discussion	Start Time
1.	Welcome and Introduction.	Chair	I	6.00
2.	Have we any apologies and do we wish to accept them?	Chair	A	6.01
3.	Does anybody wish to declare a business or personal interest relating to an item on this agenda?	Chair	A	6.02
4.	Adoption of DFE Model 1 Articles of Association by special resolution (Enc).	Chair	A	6.03
5.	Election of Chair of Members Board (Enc).	Clerk	A	6.08
6.	Confirm the minutes of the AGM held on 13 th December 2018.	Chair	A	6.09
7.	Matters Arising.	Chair	A	6.10
8.	Approval of Members Board Terms of Reference (Enc).	Chair	A	6.12
9.	Appointment of the Principal to the Governing Board. Position of Member appointed Trustee. (Enc).	Chair	A	6.15
10.	Presentation of Audited Accounts, Financial Statement and Auditors' Letter of Comment (Enc).	KM	I	6.20
11.	Appointment of the Auditor (Enc).	KM	A	6.30
12.	Presentation of the Annual Report including; achievement towards year 3 of 2016-19 Strategic Plan, changes to Governing Board and Senior Leadership membership and academic achievements for 2018/19 (Enc).	Principal/Chair of the Governing Board	I	6.32
13.	Outlook for 2019/20 including; financial and strategic summary and mitigation of risks (Enc).	Principal/Responsible Officer	I	6.42
14.	Confirmation of insurance arrangements for the financial year 2019/20 (Enc).	KM	I	6.52
15.	Stakeholder Questions.	Chair	D	6.54
16.	Closing Remarks.	Chair	I	7.14
17.	Meeting Close	/	/	7.15
Date of next full Annual General Meeting 6pm 19 th March 2020.				