

St Peter's CEP School PTA – charity number 1031496

Minutes of a Trustee Meeting held on 10th October 2023 at 9pm via Zoom

In attendance

Fiona Greenaway (Chair), Charles Brock (Secretary), Natasha Hryniewicz (Trustee) and Lauren Franklin (Trustee)

It was noted that, immediately after the Charity's AGM earlier in the evening, two candidates had come forward. Rebecca Hacker volunteered to become Vice Chair and Mariela Alvarez volunteered to become Treasurer.

It was further noted that, under its powers outlined in the Charity's Constitution, the Board of Trustees could appoint up to two co-opted Trustees to serve until the next Annual General Meeting.

It was unanimously agreed that Rebecca Hacker and Mariela Alvarez be co-opted as Trustees of the Charity.

Mr Brock was asked to update both the Charities Commission and the webpage accordingly.

It was noted that Keith Mitchell would continue to keep the charity's financial records up to date until a full handover could be made. The bank mandate would need to be amended, the number of signatories ideally expanded and all given online access to the bank account.

Minutes taken by Charles Brock