

**MINUTES OF THE WOODSTOCK UNDER FIVES (WUFA) Annual General Meeting  
MEETING HELD IN THE WUFA BUILDING ON Monday 13<sup>th</sup> November 2017 At 7.30pm**

<p><b><u>In Attendance</u></b></p> <p>Claire Harris Amy Slade Kate Bailey Rachel Peters Michelle Laynes Tom Richards Mike Ferens Becca Perkins Naomi Styles Andrew Green Jos Rush Theodora Boorman Snape Emma Howes Niaz Quatan Shaun Quatan</p>	<p>Chair Secretary Manager Admin Manager Treasurer/Retiring Committee Member Committee Member. Prospective Committee Member Prospective/Co-opted Committee Member Prospective Committee Member Parent Independent Accountant Parent Parent Parent Parent</p>
<p><b><u>Apologies:</u></b> Nadine Pettit Claire Lee</p>	<p>Committee Member. Parent/Prospective Committee Member</p>

<b><u>Ser</u> <u>(a)</u></b>	<b><u>Discussion and Decisions</u> <u>(b)</u></b>	<b><u>Action</u> <u>(c)</u></b>
<p><u>1.</u></p>	<p><u>Welcome and Apologies</u></p> <p>Welcome by Claire (Chairperson) Apologies: Nadine Pettit (Committee Member) &amp; Claire Lee (Prospective Committee Member)</p>	
<p><u>2.</u></p>	<p><u>Minutes of the Last Meeting.</u></p> <p>Agreed and Actions Complete.</p>	
<p><u>3.</u></p>	<p><u>Matters Arising.</u></p> <p>None arising</p>	
<p><u>4.</u></p>	<p><u>Declaration of conflicts of Interest</u></p> <p>No declarations received</p>	
	<p><u>Agenda</u></p> <p>4. Treasurer Report See Attached.</p> <p>5. Chair Report. See Attached</p>	<p>Deficit driven by need for reinvestment to satisfy Ofsted requirements (Bathroom maintenance and</p>

	<p>Independent Finance Review End of Year April 2017 £16.7k deficit to profit, movement of -£25k vs LY.</p> <p>6. Voting on Committee: Re- appointment of Current members Claire Harris - Chair Amy Slade - Secretary Tom Richards Nadine Pettitt</p> <p>New appointment of Members: Claire Lee Naomi Styles Becca Perkins Mike Ferens – Prospective Treasurer</p> <p>All appointed unanimously.</p> <p>Members stepping down: Michelle Laynes - Treasurer</p> <p>7. Proposal to amend our legal charity status to CIO to provide more protection for committee members.</p> <p>The following proposal was unanimously carried forward.</p> <p>It is proposed that The Charity be dissolved and the entire undertaking of The Charity be transferred into the new charitable incorporated organisation (CIO) called WUFA CIO, registered charity number 11074017, a copy of whose constitution is presented to the meeting. This CIO has been registered by the trustees following the resolution passed by the members on 15th May 2017 deciding that it is in the interests of The Charity to change its legal structure from an unincorporated association to a charitable incorporated organisation. The members shall consider and vote on the following resolution to this effect.</p> <p><i>Dissolution of The Charity and Transfer of Assets to the CIO</i></p> <p>IT IS HEREBY RESOLVED THAT, subject to first obtaining the consent of the Pre-school Learning Alliance, The Charity be dissolved with effect from midnight on 30th November 2017 and to transfer the entire undertaking of The Charity into the new charitable incorporated organisation WUFA CIO, registered charity number 11074017 and THAT the trustees are hereby authorised and instructed on behalf of The Charity to do all such things and to incur such costs as shall be required to give effect to this resolution as the trustees shall determine.</p>	<p>conscious investment in more qualified staff)</p> <p>Treasurer to continually review Finances (ongoing process) with aim to break even in 2017 &amp; then replenish funds going forward. 2018 Budget to be completed prior to April 2018, with appropriate handover to new Treasurer.</p> <p>Committee to consider new applications for Grants given change to CIO status making us eligible again.</p> <p>Significant Fundraising/Grants required for new playground equipment within next 1-2 years.</p>
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<p><u>5.</u></p>	<p><u>AOB</u></p> <p>Claire: Thank you to Kate &amp; Rachel &amp; Staff from the Committee for all of their hard work in achieving 'Good' Ofsted Provider Status with 'Outstanding' Management in April 2017</p> <p>Kate: Thank you to Committee (existing and those coming on board) for all of their hard work through the year. Thank you also to Elsevier for their work painting &amp; in the garden, as well as everyone involved in Fundraising this year.</p> <p><u>Date of next committee meeting: November 2017.</u></p>	
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Amy Slade  
Secretary

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