

**13<sup>th</sup> December 2018, at 5.00 pm**

### Attendees

Name	Initials	Attendance
<b>Members (5)</b>		
Paul Buchanan ( <b>Chair</b> )	Chair	Present
John Abbott	JB	Present
Robin McIver	RMcI	Absent
Gareth Jones	GJ	Present
Rathini Stear	RS	Present
<b>Governors (maximum 12)</b>		
Anna Cain <b>Principal (ex officio)</b>	Principal	Present
Trisha Jaffe ( <b>Chair</b> )	Chair	Present
Ama Afrifa-Tchie	AA-T	Present
Gareth Jones	GJ	Present
James Dove ( <b>Vice Chair</b> )	VC	Present
<b>Observers</b>		
Jermaine Williams, Head of Boxing	JW/HoB	Present
Lily Dimitrov (potential governor)	LD	Present
<b>Clerk (Judicium Education)</b>		
Michael Thompson	Clerk	Present

Item	
<b>1.</b>	<b>Welcome, Introductions and Apologies for Absence – including Members</b>
1.1	<b>Welcome</b> – The Chair, Paul Buchanan, welcomed all those in attendance to the meeting.
1.2	<b>Introductions</b> There were brief introductions from all those in attendance.
1.3	<b>Apologies for Absence</b> Apology in advance was received from Robin McIver and his votes in proxy given to the clerk.
<b>2.</b>	<b>Appointment of Chair of Members</b>
2.1	The Clerk invited nominations for the position of Chair. Nominations were received for Paul Buchanan. There were no further nominations received. He <b>AGREED</b> to take the position of Chair unopposed.
<b>3.</b>	<b>Declarations of interest, pecuniary or otherwise in respect of items on the agenda</b>
3.1	Trisha Jaffe declared that she was a member of a multi academy trust in another LA area. The auditors used for The Boxing Academy were also the auditors used by the multi academy trust she referred to. There were no further declarations received from those in attendance.
	<b>James Dove arrived at this stage</b>

**13<sup>th</sup> December 2018, at 5.00 pm**

<b>5.</b>	<b>Clarification on length of appointment for staff governors</b>
5.1	The clerk was asked and <b>AGREED</b> to confirm, under the articles, whether or not the staff governor was permitted to serve for the duration of 4 years, the same duration for the remaining members on the Board.
<b>6.</b>	<b>Presentation of Annual Reports &amp; Accounts</b>
6.1	The Chair of Governors and the Principal presented the annual reports and accounts. It was noted that the documents presented were in fact legal documents. There was year on year reporting shown up until August 2018. In relation to the fiscal reporting, those in attendance were reminded that it was the auditor’s responsibility to advise on any fiscal and or potential trading concerns. Appropriate steps should then be taken regarding the need to raise capital and revenue. Members were asked to formally approve the annual reports and accounts with evidence of raising questions and challenge while at the same time holding the school to account without complacency.
6.2	<b>Report to the Members and the Academy Free School Background –</b> Reference was made to the report to the Members. A brief summary was given regarding the academy’s background, especially in relation to the important objectives of the organisation, which needs to be met with openness, honesty and transparency. Members were once again encouraged to raise challenging questions pertaining to the report’s contents. A number of questions were raised and satisfactorily answered by the Chair of Governors and the Principal.
6.3	<b>Governance and attendance at meetings of the Board –</b> The current governance and attendance was noted as presented. The attendance of James Dove from the previous academic year was noted due to ill health and was for no other reason.
6.4	<b>The accounting officer’s roles and responsibilities and the auditor’s report –</b> The roles and responsibilities of the accounting officer and the contents on the auditor’s report was noted.
6.13	<b>Approval of annual reports and accounts –</b> The annual reports and accounts were unanimously <b>AGREED</b> as presented. The Members took the opportunity to comment positively on the presentation of the accounts. They relayed their thanks to the accountant, Ray Harris.
<b>7.</b>	<b>Appoint the Auditors</b>
7.1	The members unanimously <b>AGREED</b> to re-appoint the current auditors.
<b>8.</b>	<b>Submission of the agenda papers in readiness for tonight’s meeting –</b> The Chair took the opportunity to comment positively on the first AGM and the set of papers received. He thanked the Board of governors for their hard work and commitment and in addition thanked the Principal and her staff.
<b>9.</b>	<b>Any other urgent, confidential business items</b>
9.1	There were none.
	<b>There being no any other business items the Chair thanked those in attendance and closed the meeting.</b>

**The meeting finished at 6.15 pm.**

**13<sup>th</sup> December 2018, at 5.00 pm**

**APPROVAL OF MINUTES BY CHAIR OF THE MEMBERS**

I, Chair of the Members at the Annual General Meeting (held at Ernst and Young LLP), approve these minutes as an accurate representation of the Meeting, which took place on 13 December 2018, for the Boxing Academy at 5.00 pm.

A handwritten signature in black ink that reads 'Paul Buchanan'.

**Signed:** \_\_\_\_\_ **Date: 17/12/2018**

Paul Buchanan  
Chair of the Members  
The Boxing Academy