



## DRAFT AGM MINUTES

DATE:	WEDNESDAY 6 FEBRUARY 2013	
PRESENT:	Vicky Cole (Chair)	Parent
	Greg Cookson (Vice chair)	Parent
	Sally Cunningham	Parent
	Andrew Greathead	Parent
	Dave Neillans	Parent
	Donald Smith	Parent
	Ian Smith	Parent
	Kim White	Parent
IN ATTENDANCE:	Mary Benson	Clerk

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### 1. Welcome and Apologies

The Chair welcomed everyone to the Annual General Meeting. Apologies were received from Mrs Ingham.

### 2. Election of Parent Members

#### *Existing parent reps:*

Sally Wilson will be standing down as a parent rep due to other commitments. All other parent reps were happy to continue for another year. Vicky Cole thanked everyone for their continuing commitment.

Kim White thanked Derek Simpson for his invaluable advice and educational background information this year. All at the meeting felt that he was an invaluable member of the PSP.

#### *New parent reps:*

There are two parent rep places vacant, and the PSP will continue to advertise for new parents to become involved.

### 3. Election of Staff Members

The PSP had received a written application letter from Mr Calum Blair, one of the school's maths teachers. Vicky Cole read out the letter to those at the meeting. Dave Neilans proposed Mr Blair should be elected as a Staff Member, and this was seconded by Mark Wyllie.

### 3. Election of Office Bearers

Vicky Cole will be Chair for the coming year and Greg Cookson will be Vice Chair. All present were in agreement.

Kim White formally thanked Vicky for all of her hard work as Chair over the last year. This was seconded by all at the meeting. Vicky Cole also thanked Mary Benson for her work as Clerk.

#### **4. Amendments to the Constitution**

The Constitution will be amended to note that a Declaration of Interest will be added to the top of each PSP agenda. This will be based on the East Lothian Council statement of interest which reads:

*Members and Officers should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.*

The wording will be amended to reflect the needs of the PSP. This will be discussed by email after the meeting. The finalized wording will be confirmed to Mary Benson as soon as possible for inclusion on future PSP agendas.

#### **5. Annual report**

Vicky Cole had prepared a draft Annual Report and read this out to everyone. The final report will be published on the PSP website.

#### **6. Any Other Council Business**

Sally Cunningham is a member of KASG (Knox Academy Support Group) and agreed to continue as a link between the PSP and KASG.

Ian Smith has been attending ELAPCM (East Lothian Association of Parent Council Members) meetings to represent the PSP. He is happy to continue with this and he was thanked for his time and commitment.