

**DULWICH HAMLET EDUCATIONAL TRUST (DHET)
ANNUAL GENERAL MEETING OF THE MEMBERS**

Date: Thursday, 7 December 2017

Time: 21:00

Location: Dulwich Hamlet Junior School, Dulwich Village, London SE21 7AL

MINUTES

Present:	Crispin Tuckley	Chair	Chair
	Simon Burton	Member	SB
	Rebecca Tee	Member	RT
In attendance:	Sonia Case	Executive Head Teacher	EHT
Clerk:	Kathleen Formosa		KF

1. Welcome & Apologies

1.1 The Chair opened the business of the meeting at 21:35, welcoming the Members and others in attendance.

1.2 It was noted that no apologies had been received, and that all members were present.

1.3 Crispin agreed as Chair.

2. Notice & Proxies

2.1 The notice of the meeting (**Annex A**) as circulated and amended was **noted**.

2.2 There were no proxies received for the meeting.

3. Minutes of the Previous AGM

3.1 The minutes of previous AGM (**Annex B**) were **confirmed**.

3.1.1 It was **noted** that all matters arising from the meeting of the previous AGM had been actioned.

4. Summary of the Year

4.1 The Chair delivered his summary of the year, noting in particular the successful growth of the MAT and strong results for pupils at both schools within the MAT.

4.1.1 The Chair reported that the Belham capital project is nearly complete and has been driven successfully by the EHT.

4.1.2 The Chair reported that the DHET trustees had dealt throughout the year with the funding overpayment to Dulwich Hamlet and many issues related to the overpayment. Highlights of the trustees' discussion at the meeting earlier in the evening were discussed.

4.2 The Members expressed thanks to the EHT, noting that the many successes this year had been delivered under challenging financial circumstances. It was noted in particular that the funding overpayment had been handled in an exemplary way.

4.3 The EHT thanked the Members of the Trust for their support throughout the year.

5. Special Resolution

- 5.1 A special resolution that the DfE Academy Articles of Association, as adapted for DHET, be approved and adopted as the Articles of Association for DHET was **proposed and seconded**.
- 5.1.1 It was **noted** that the Articles had been approved by the DfE and have been externally scrutinized by DHET's lawyers, who had recommended specific wording now integrated into the Articles as proposed.
- 5.1.2 **IT WAS RESOLVED** that the DfE Academy Articles of Association, as adapted for DHET, shall be adopted as the Articles of Association of the Trust, in substitution for, and to the exclusion of, all existing Articles of Association of the Trust.

6. Ordinary Resolutions

- 6.1 An ordinary resolution that the trustees' report and financial statements for the year ending 31 August 2017 be approved and signed on behalf of the Trust was **tabled for discussion**.
- 6.1.1 It was **noted** that the trustees have not yet received from the auditors the final draft of the accounts, and thus they have not been signed by the Trustees. The exceptional circumstances leading to the delay were **noted and discussed**.
- 6.1.2 The draft report and financial statements were **reviewed**. The Chair stated his expectation that changes to the draft would be minor as the final accounts are prepared.
- 6.1.3 The draft auditor's report was **reviewed**. It was **noted** that there were several recommendations currently prioritized as "high." It was discussed that in some cases the recommendation is based on incomplete information, and it is expected that there will be fewer high priority recommendations in the final auditor's report.
- 6.1.4 **IT WAS RESOLVED** that, subject to no material change in the trustees' report and financial statements as presented, the trustees report and financial statements for the year ending 31 August 2017 be approved and signed on behalf of the Trust.
- 6.2 An ordinary resolution that the auditors, Baxter & Co., be appointed as the auditors for the Trust for the financial year 2017/18 was **proposed and seconded**.
- 6.2.1 The performance of the auditors for the 2016/17 year was briefly **discussed**.
- 6.2.2 **IT WAS RESOLVED** that Baxter & Co. shall be appointed as the auditors for the Trust for the financial year 2017/18, on terms and remuneration to be agreed by the Audit Committee of the Trust.

7. Closing Business

- 7.1 The date of the next Annual General Meeting of the Members was **discussed and agreed** to take place on Thursday, 6 December 2018 at 9:00 p.m.
- 7.1.1 It was **noted** that outcome of the proposed merger of the Trust may affect this date.

The business of the meeting concluded at 21:50.

Date of the Next AGM – Thursday, 6 December 2018 at 9:00 p.m.

KF/kf: 14/12/2017