

**Minutes of the Annual General Meeting held at the OBHC Pavilion on Friday 12  
October 2018**

**Members present:** Mark Bailey (chair), David Palmer, Keith Shea, Neil Hancock, Chris Terry, Donal Watkin.

**Apologies for absence:** Mick Pack, Peter Lusted, Ian Hazell, Peter Taylor, Marc Stewart and Sean Caveney. The committee were informed that Peter Taylor and Sean Caveney would be standing down from the committee. Peter Taylor has agreed to continue in his role as Independent Accounts Examiner.

**Minutes of AGM 2017 and matters arising:** The minutes of the meeting held on Friday 6 October 2017 were agreed as a correct record. Matters arising from the 2017 AGM and outcomes, in italics, are as follows:

Mark Bailey – to contact Chris Brinn to arrange a suitable time in the next term to speak to Year 13 pupils. ***This to be carried forward by Mark Bailey.***

Mark Bailey – to contact Chris Brinn to follow up on the offer of an Internship at Resolver. *This was done, but there was no uptake of the offer.*

David Whitehead – to investigate whether ParentMail would be useful and/or available to the Association. *Not to be taken forward in view of potential GDPR issues. The school is allowing contact to current year 13 via Lara Bateman, PA to the Head, as below*

Unassigned – investigate possibility of arranging reunions for the Christmas break during the first year of university (or work) as a first benefit of the Association for school leavers. *No resources available to take this forward.*

***Mark Bailey will contact the student attendees at the 2018 dinner to offer assistance with arranging social events.***

David Whitehead – to encourage the Headmaster to attend the next Annual Reunion Dinner. *Completed successfully.*

David Whitehead – to prepare an article for local press, explaining that all former pupils are members of the Association, the benefits of the Association and other matters arising from our discussions, as he sees fit. *Completed successfully.*

Neil Hancock, Marc Stewart and Mark Bailey – to meet the Headmaster to ensure he is aware of the benefits (not necessarily financial) that the Association can provide to the school, outlining our relevance. *This was not taken forward, but the aim was achieved by other methods.*

David Whitehead – to visit the Headmaster in advance of the meeting above, to explain the path that the Association is taking. *See above – not required.*

David Whitehead and Mark Bailey – to take forward the booking of a suitable speaker for the 2018 dinner. *Completed successfully.*

Unassigned – Cliff Cork to be approached with a view to identifying and logging useful material in the School archives, with possible assistance from other colleagues in Sittingbourne Heritage Museum who have a connection to the School. *Overtaken by events as Marc Stewart is now the Association's Archivist / Historian.*

**Minutes of Committee Meeting held on 18 May 2018 and matters arising:** The minutes of the meeting held on Friday 18 May 2018 were agreed as a correct record. Matters arising from the meeting and outcomes, in italics, are as follows:

Issues surrounding 2019 Dinner – *to be dealt with under separate agenda item.*

GDPR Compliance issues. *Chris Terry took this forward to ensure we were compliant.*

Email to all school leavers to be sent via school email system. *Mark Bailey provided the school with an email, which was sent to all 2018 leavers. This generated some interest with 10 or 11 responses.*

OBA noticeboard in school entrance. **Chris Terry would produce material to be posted on the currently empty noticeboard.**

Historical Research Group of Sittingbourne (HRGS) asked for the school to be involved in the 100<sup>th</sup> anniversary of the WW1 Peace Celebrations in July 2019. *David Palmer provided an initial holding response to HRGS. **Neil Hancock would take forward.***

Neil Hancock requested the use of the OBA database to assist in restarting the annual Sheppey Dinner. *It was agreed that this could be used. **Keith Shea would provide the database to Neil Hancock. Neil would provide a draft note re the dinner to Chris Terry to enable an email to be sent to all members.***

Chris Terry would provide an updated article on the website regarding the BGS History in Photographs publication. **This action is to be carried forward by Chris Terry.**

**Election of Officers and Committee:** The following officers and committee were elected for 2018/19.

Role	Elected Officer
President	J Hopkins
Chair	M Bailey
Hon. Secretary	D Palmer
Hon. Treasurer	M Pack
Membership secretary	K Shea
Dinner Secretary	M Bailey
Communications / Digital representative	C Terry
OBA governor	M Stewart / D Watkin
Football representative	K Shea
Hockey representative	D Palmer
Committee	P Lusted, N Hancock, I Hazell
Accounts examiner	P. Taylor
Marketing / Publicity representative	D. Whitehead
Archives / Historian representative	M. Stewart

**Treasurer's Report:** Mike Pack provided the approved accounts and report in advance of the meeting. Neil Hancock suggested that £45 a year was unlikely to cover the full cost of the cricket bat award. **Mark Bailey would check the position**

**regarding this funding with the Bursar.** The accounts are attached to these minutes at Annex 1.

**Membership secretary's report:** Keith Shea provided a written report in advance of the meeting. It was agreed that those not renewing their donations should not be chased up, as they remained members irrespective of payments. **However, it was agreed that an email be sent to all members asking if they would consider increasing their current donation pointing out how the Association use the funds.**

**Keith would take forward the issue of donations still being received from members that have passed away to confirm that this remains the wish of the member's family.**

It was agreed to offer honorary membership to Mick Bennett in view of his dedication over the past 50 years to the Old Bordenian Hockey Club. **Keith to contact Mick Bennett to make the offer.**

It was agreed that a discussion regarding the future role / need for a Membership Secretary is required, with participants to include Keith Shea, Chris Terry and Mark Bailey.

**Correspondence:** None received.

**Football Report:** Keith Shea reported that the football club were currently top of the 5-a-side league and were in the final of the League Cup.

**Hockey Report:** David Palmer provided a written report in advance of the AGM.

**Dinner Report:** Unfortunately, David Whitehead would be unable to take forward the organisation of the Annual Dinner. In the absence of anyone else available, Mark Bailey would take this forward for 2019, with assistance from other committee members if available.

Mark reported that he had investigated outside caterers to provide the meal at the school premises, but they would be the same cost as hosting the event at the UK Paper facilities, with a great deal of extra work involved. Neil Hancock suggested that Joyce Bolton, who had provided meals at previous dinners hosted in the school hall, may be a possibility. **Neil would ask Joyce for a quote for the meal.** Mark proposed an honesty bar be operated to avoid the need for an alcohol licence. **Mark would look at the various options in an attempt to host the dinner at the school, with a decision to be made in 2 weeks.** If it proves to be a non-starter, Mark would book the UK Paper venue (now known as The Appleyard).

Neil Hancock offered to appeal for donations for the Association at the Dinner.

**Communications Report:** Chris Terry provided a written report in advance of the AGM.

**Remembrance Report:** Neil Hancock reported that Marc Stewart had sent out emails to past attendees of the Remembrance Service. The school have yet to confirm that the event can take place, but this isn't seen as an issue. Stanley Evans is to be approached to officiate at the event. Three year 13 students will be invited and all OBA committee members are encouraged to attend on November 10<sup>th</sup> at 11:00.

**School Update:** Mark Bailey and Donal Watkin (both School Governors) reported that the school is doing well, with a good set of academic results last year. The school is almost to capacity, with 842 pupils – 8 short of the 850 capacity. The school is also reasonably well balanced from a financial point of view.

Mark said that the Governors meeting had identified the need for a replacement school minibus. This was due to be replaced next March at a cost of £4,000 (excluding VAT) a year for 4 years. As the Association currently holds £13,000 in the bank and receives in the region of £3,000+ in donations (subscriptions) each year, it was agreed that the Association could afford to fund the full replacement cost of the minibus. **Mark Bailey would write to the Head, offering to provide the full £4,000 cost of the minibus** for each of the next 4 years, with appropriate signage on the minibus stating that it was purchased by the OBA.

#### **Meeting / dinner dates for the forthcoming year:**

Annual dinner 2019: to be arranged

AGM 2019: to be arranged to coincide with a full school Governors meeting.

#### **Any Other Business**

It was noted that Mick Pack would step down as Treasurer at next year's AGM, as would Peter Lusted, one of the counter-signatories for the bank account. This would need to be addressed in the near future, but there were insufficient attendees at this AGM to resolve the issue immediately.

**Mark Bailey would seek to raise the profile of the Association by identifying suitable school events where this could be achieved.** It was proposed that the Association purchase a 'pop-up' banner to be placed at any such events as a first step to taking this forward.

There being no further business the AGM closed at 9.10 pm.

Copies of the individual written reports are available from the Secretary, if required.

## OLD BORDENIAN ASSOCIATION

YEAR ENDED 31<sup>ST</sup> JULY 2018

2016/17	EXPENSES		2016/17	INCOME	
204	Loss on Dinner	82	3,380	Subscriptions	3,248
52	Postage & printing	-	1,000	Donation	-
15	Grave Restoration	-			
180	Donation to BGS	90	4	Profit on sale of ties	4
2,500	Donation to Borden Sports	-	16	Sale of books	25
89	Internet Expenses	-	-	Legacy	500
-	War Memorial Boards	120			
-	Honours Boards	1,805			
-	62/69 Dinner Support	80			
-	Paypal Fees	21			
1,360	Surplus for the Year	1,579			
<u>4,400</u>		<u>3,777</u>	<u>4,400</u>		<u>3,777</u>

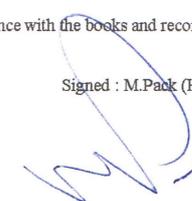
BALANCE SHEET AS AT 31<sup>ST</sup> JULY 2018

Funds B/F	11,732	Stock of Ties	198
Surplus for the Year	1,579	Bank Account	13,113
	<u>13,311</u>		<u>13,311</u>

I certify that these accounts are in accordance with the books and records produced to me.

P.M.Taylor , FCA (Examiner)

Signed : M.Pack (Hon.Treasurer)

## TREASURER'S REPORT ON ACCOUNTS FOR YEAR ENDING 31/7/18

1. Loss on Dinner reduced due to the fact that we have not booked U.K. Paper as a venue for the 2019 Dinner. We would have paid 50% of the hall hire fee by now and this accounts almost exactly for the reduction of £122 in the loss from last year. The loss quoted at the committee meeting 18/5/18 is also reduced as PAYPAL deductions have been treated as a general expense and dinner receipts grossed up. Dinner numbers broadly unchanged as stated in the minutes for the committee meeting mentioned above.
2. Donation to School is the annual cricket bat award. We made a double payment last year on catch-up.
3. War Memorial Board update agreed at committee meeting 23/6/17 and quotation for work subsequently approved by the committee via e-mail.
4. Honours Boards. Spend offset by £1000 donation shown in last year's accounts (received from Rolls Royce). Final cost was however £275 above estimate and invoice received without comment. Neil Hancock took this up with the signwriter and after receiving explanation of additional cost of adding our name (our stipulation) and unforeseen additional expenses, Chairman agreed payment of invoice.
5. 62/69 Dinner Support. Represents the cost of hiring a venue for a reunion arranged by the 62/69 cohort to celebrate 50 years of post-school life!! Committee meeting 18/5/18 minutes provide agreement to support.
6. PAYPAL fees appear for the first time. They represent deductions from subs./donations (54p deducted from each of 6 payments of £10 (£3.24)) and from Dinner payments (£1.14 deducted from each of 16 payments of £27.50 (£18.24)).
7. First year of donations rather than subscriptions. A reduction of £132 in income is modest and gives no real indication of any impact of the change.
8. Sale of books income includes £15 that Barry Gilbert held as a float and which was passed to me by his widow.
9. The legacy of £500 was generously left to the Association by Tony Akehurst and forwarded by his son.

My final, and most important, comment relates to Peter Taylor who completed his examination of the accounts on 5th August!!! (must be a record). I am extremely grateful to him for his continuing guidance and patience.

MIKE PACK

HON. TREASURER