



Bathurst High Campus P&C Association



Minutes of the Annual General Meeting held Wednesday 2nd March 2016

Attendance: Gillian McNarey, Alexa Barr, Cassandra Jones, James Meares, Michael Smith, Trevor Liu, Kathy Howard, Mandy Irwin, Linda Ralls, Sandra Hamer, Jenny Stirling, and Melanie Baines (minutes)

Apologies: Caroline Gold, Geoff Hastings, Craig Petersen, Viciki Osborne, Sarah Veilande and Carol Neary.

Meeting Opened: 7.30pm

Acceptance of the AGM 2015 Minutes:

The 2015 AGM Minutes were accepted as a true and accurate record.

Moved: Sandra Hamer Seconded: Kathy Howard Carried unanimously

Presidents Report

In 2015 we as the Denison College Bathurst High Campus P&C conducted 9 meetings and were fortunate to be involved in the life of the school and our students.

The process of “Consultation” is a recognised organisational and business theme and, with the support of the School and College Executive we’ve had the opportunity to be consulted in the various operations and activities of the school which directly affect our students and fellow parents.

I would say that the P&C is a forum for understanding, feedback and information in issues like.

- The School Plan. Timetabling. Teacher Selection. Finance Committee.
- Student Wellbeing programs.
- The effect of Capital Works and improvements.
- Information Technology (BYOD).
- Management of the following Funds.
 - Monitoring the use of the Canteen, Uniform Shop, Trout and Goldie College Funds.
 - Supporting the School with funds for “extras” not in contract
 - Support for Students and groups who represent the school
 - Successful Financial Audit.

I’d like to thank my fellow members of the P&C Committee, Carol, John, Mel and Sandra for their willingness to take on a role, it’s great working with you.

I’d like to thank you all, for the part you’ve played, particularly when you’ve brought your concerns to this meeting, listened to an issue, given your opinion and “voted” on a resolution. The success of this group belongs to you and your willingness to participate. It’s a great opportunity to experience and understand how well the school is functioning, with the resources it has!

We’ve also been able to work together with the understanding that all students, not just our own, should have the same opportunities and access to resources.

Thank you again for your participation in the Bathurst HS P&C Association.

Trevor Liu

President 2015.

Treasurer's Report

Brian J Atkinson B.Bus.

Brian J Atkinson B.Bus.
Principal

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9 February 2016

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 December 2015

I. STATEMENT OF ACCOUNTING POLICIES.

The financial statements are a special purpose report prepared to satisfy the account preparation requirements of **Bathurst High School P&C Association**

The statements have been prepared on a cash basis from the records of the Organisation. They are based on historic costs and do not take into account changing monetary values or, except where specifically stated, current values of non - current assets.

INDEPENDENT AUDIT REPORT TO THE MEMBERS

SCOPE

I have audited the cash basis financial statements of **Bathurst High School P&C Association** for the year ended **31 December 2015**.

I have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the Organisation.

My audit has been conducted in accordance with Australian Accounting Standards. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the cash basis financial statements, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material aspects, the cash basis financial statements are presented fairly .

These policies do not require the application of all Statements of Accounting Concepts and Accounting Standards.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion.

In common with the circumstances existing with respect to many similar non-commercial organisations, it was not possible to establish accounting control over a substantial proportion of cash receipts prior to their being recorded by the Treasurer . Accordingly, it was not possible in my review relating to receipts to extend my examination beyond the amounts recorded by the Treasurer.

Thank you to your Treasurer, Sandra Hamer, on an excellent set of accounts .

Subject to the limitation to the scope of my audit mentioned above, the cash basis financial statements of **Bathurst High School P&C Association** presents fairly the financial position at **31 December 2015** and the results of its operations for the year then ended.

Thank you for allowing me to do the Audit.



Brian J Atkinson

Bathurst High School P&C Association		
Statement of Receipts & Payments for the Year ended 31 December 2015		
2014		2015
\$14	Bank Interest- Westpac	\$7.76
\$288	ING Investment	\$253.11
\$4,832	Fundraising- Sales of Chocolates	\$4,120.00
\$23	Membership Subscriptions	\$22.00
\$0	Miscellaneous	\$1.00
\$1,840	Trivia Night	\$0.00
\$6,997	Total Receipts	\$4,403.87
\$220	Audit Fee	\$230.00
	Donations:	
\$100	Bathurst Eisteddfod	\$100.00
\$60	Claire Woolmington Art School	\$0.00
\$0	Maggie's Rescue	\$50.00
\$50	Royal Far West Children	
	Felix Quin-CSU Rugby	\$100.00
\$50	Wires	
\$3,217	Fundraising- Purchase of Chocolates	\$2,796.99
\$745	P&C Association: Subscription and insurance	\$923.00
\$450	Prizes	\$350.00
\$4,892		\$4,549.99
\$2,105	Surplus/-Deficit	-\$146.12
\$3,456	Opening Cash Book Balance	\$5,273.18
\$10,355	Opening balance ING Investment Account	\$5,127.06
\$15,917	Closing Cash Book Balance	\$10,644.13
	Represented by:	\$15,771.19
\$5,273	Balance- Westpac Bank Account-31/12/2015	\$4,873.95
\$10,644	Balance ING Investment Account-31/12/15	\$10,897.24
\$15,917	TOTAL FUNDS	\$15,771.19

RECEIPTS

	CADBURY FUNDS	interest	memb	other	total	sub tot
12/31/2014 opening						\$5,273.18
1/31/2015	\$311.00				\$311.00	\$5,584.18
2/28/2015					\$0.00	\$5,584.18
3/31/2015	\$467.00	\$3.39	\$22.00		\$492.39	\$6,076.57
4/30/2015	\$380.00				\$380.00	\$6,456.57
5/31/2015					\$0.00	\$6,456.57
6/30/2015	\$487.00	\$1.86			\$488.86	\$6,945.43
7/31/2015	\$635.00				\$635.00	\$7,580.43
8/31/2015					\$0.00	\$7,580.43
9/30/2015	\$660.00	\$1.30			\$661.30	\$8,241.73
10/31/2015	\$325.00			\$1.00	\$326.00	\$8,567.73
11/30/2015	\$485.00				\$485.00	\$9,052.73
12/31/2015	\$370.00	\$1.21			\$371.21	
	<u>\$4,120.00</u>	<u>\$7.76</u>	<u>\$22.00</u>	<u>\$1.00</u>	<u>\$4,150.76</u>	

date	chq no.	audit	CADBURY FUNDS	DONATIONS	subs	prizes	
1/31/2015							
2/28/2015							
3/13/2015	200051		\$506.56				
4/30/2015							
5/14/2015	200052			\$100.00 eist			
5/24/2015	53		\$505.36				
6/10/2015	54			\$100.00 chs			
7/24/2015	55		\$504.16				
7/27/2015	56				\$923.00		
8/31/2015	57	\$230.00					
9/30/2015							
10/6/2015	58		\$535.36				
10/31/2015	59		\$745.55				
11/30/2015	60			\$50.00			
12/31/2015	61					\$350.00	
			<u>\$230.00</u>	<u>\$2,796.99</u>	<u>\$250.00</u>	<u>\$0.00</u>	<u>\$923.00</u>
						<u>\$350.00</u>	

Principal's Report

Presented by Jenny Stirling

Reinforced the value of P&C's continued involvement in the school.

Also its value as a forum for discussion and information sharing.

Noting the good attendance numbers at meetings as a positive sign of ongoing commitment.

Election of Office Bearers

All positions declared vacant by the Returning Officer Jenny Stirling

- President : Trevor Liu
 Moved: Kathy Howard Seconded: Sarah Veilande Carried Unanimously

- Senior Vice President: Carol Neary
Moved: Trevor Liu Seconded: Gillian McNarey Carried Unanimously
- Junior Vice President: After discussion position left vacant
- Treasurer Sandra Hamer
Moved : Linda Ralls Seconded: Melanie Baines Carried Unanimously
- Secretary: Melanie Baines
Moved:Trevor Liu Seconded : Sandra HamerCarried Unanimously

Patrons It was resolved by all present to continue with last years Patrons Paul Toole, Barbara Anderson & contact Jenny Browning as a potential Patron.

Trevor will write to the nominated patrons to confirm if they willing to continue in the role.

Meeting finished 8pm

AGM March 2017