



Bathurst High Campus P&C Association



Minutes of the Annual General Meeting held Wednesday 1st March 2017

Attendance: Gillian McNarey, Meg Strang Steele, Cassandra Jones, James Meares, Michael Smith, Trevor Liu, Kellie Fuller, John Browett, Dianne and Kent McNab, Linda Ralls, Jason Berry, Carol Neary, Kim Trenerry, Debbie Barwick, Sandra Hamer, Ken Barwick, Sarah Veilande, and Melanie Baines (minutes)

Apologies: Penny Packham, Caroline Gold, Kathy Howard, Craig Peters and Gaye Dunshae

Meeting Opened: 7.30pm

Acceptance of the AGM 2016 Minutes:

The 2016 AGM Minutes were accepted as a true and accurate record.

Moved: Trevor Liu Seconded: Carol Neary Carried unanimously

Presidents Report

In 2016 we, as the P&C Committee for the Denison College Bathurst High Campus, conducted 9 well attended 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.

We have also ensured that, wherever possible, that the decision making is equitable and there is an equal opportunity for all.

P&C has been a forum for information, understanding and providing feedback on a range of issues including.

- The School Plan. Timetabling. Teacher Selection (including new Principal). Finance Committee, school leadership team selections and the role of “sports/house” captains.
- Federal and State Government Funding.
- Being able to pay for things online !!
- The operation of Astley and Mulvey Cup, Sporting Carnivals, Music and Dance Programs, School Musical and other events.
- The operation of Student Wellbeing programs.
- The operation of the Canteen and Uniform Shop.
- The effect of Capital Works and improvements. Including Grounds watering, Disabled Access, Signage, PAC Curtains and Kelso Bus Bay.
- The application of Information Technology (BYOD) to the school environment. Including Millennium and the Facebook Page.
- Monitoring the use of the following Funds.

- Canteen, Uniform Shop, Trout and Goldie College.
- Successful Financial Audit.

We also celebrated the work and career of Geoff Hastings and recognised the contribution that both He and Wendy have made to the school.

I'd like to thank my fellow members of the P&C Committee, Carol, John, Melanie 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!

Trevor Liu, President 2016

Treasurer's Report

See below

Bathurst High School Campus- Denison College P&C Association

Statement of Receipts & Payments for the Year ended 31 December 2016

2015		2016
\$8	Bank Interest- Westpac	\$3.92
\$253	ING Investment	\$214.61
\$4,120	Fundraising- Sales of Chocolates	\$4,189.00
\$22	Membership Subscriptions	\$24.00
\$1	Miscellaneous	\$50.00
\$4,404	Total Receipts	\$4,481.53
\$230	Audit Fee	\$180.00
\$250	Donations to School:	
	Cricket Shirts	\$711.82
	Donations - Otheerr	\$50.00
\$2,797	Fundraising- Purchase of Chocolates	\$3,150.75
	Miscellaneous	\$40.00
\$923	P&C Association: Subscription and insurance	\$923.00
\$350	Prizes	\$450.00
\$4,550		\$5,505.57
-\$146	Surplus/-Deficit	-\$1,024.04

Balance Sheet as at 31 December 2016

Assets		
\$4,874	Balance- Westpac Bank Account-31/12/2016	\$3,635.30
\$10,897	Balance ING Investment Account-31/12/16	\$11,111.85
\$15,771	Total funds 31 December 2016	\$14,747.15
Equity		
\$15,917	Total funds 31/12/2015	\$15,771.19
-\$146	Deficit for year	-\$1,024.04
\$15,771	Total funds 31/12/2016	\$14,747.15

Bank Reconciliation 31 December 2016

\$5,273	Opening Cash Book Balance	\$4,873.95
\$10,644	Opening balance ING Investment Account	\$10,897.24
\$15,917		\$15,771.19
\$4,404	Plus: Receipts	\$4,481.53
\$20,321		\$20,252.72
-\$4,550	Less: Payments	-\$5,505.57
\$15,771		\$14,747.15
\$4,874	Balance- Westpac Bank Account-31/12/2016	\$3,635.30
\$10,897	Balance ING Investment Account-31/12/16	\$11,111.85
\$15,771		\$14,747.15

Brian J Atkinson B.Bus.

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Principal

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9 February 2016

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 December 2015

1. 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

Principal's Report

Ken Barwick thanked the Committee.

Reinforced the importance of the P&C's continued involvement in the school and the highly valued role in the consultation during the schools planning cycle.

Election of Office Bearers

All positions declared vacant by the Returning Officer Ken Barwick

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

Patrons It was noted that Barbara Anderson will continue to be supportive to the school due to ill health she can no longer act as patron. It was resolved by all present to continue with last year,s Patrons Paul Toole, Jenny Browning and Trent Copeland and to approach Jenny Stirling and Wendy Hastings.

Trevor will write to the nominated patrons to ask if they are agreeable to take on the role.

Meeting finished 8pm

AGM Wednesday March 7th 2018