**SHENFIELD HIGH SCHOOL**

**Reg. No 7898905**

**Annual General Meeting**

**7th December 2017 following the Full Governing Body Meeting**

**Company Secretary – Stuart Roberts**

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| 1. **1. Apologies for Absence:** To receive and accept apologies for absence.   (Please ensure that you notify the Company Secretary if you are unable to attend the meeting) |
| 1. **2. Declaration of Business Interest:** To receive any declarations of interest or 2. any amendments to the register of business and pecuniary interests. |
| **3. Minutes of the previous meeting**  1. To confirm the minutes of the meeting held on 8th December 2016 |
| **4. Matters arising**  To consider any matters arising from the previous meeting not covered elsewhere in the agenda. |
| **5. Accounts for the Academy Trust for the 12 months ending 31 August**  **2017**: To consider and approve the accounts for submission to the EFA and  Companies House by 31 December 2017 in accordance with article 129. |
| 1. **6. Annual Report:** To consider submission of the Annual Report in accordance   with article 130. This is part of the Accounts document to be considered under  item 5 above. |
| 1. **7. Appointment of the Auditors for the Academy Year ending 31 August**   **2018:** To consider appointment of the auditors. |
| 1. **8. Annual Return:** To note the Annual Return will be lodged with the EFA by 31   January 2018 in accordance with article 131. |
| 1. **9. AOB** |