Derbyshire Parent Carer Voice

Annual General Meeting

Thursday 21st May 2026 12 noon

Via Teams

Chair – Claire Walsh, Chair
Minute Taker – Sarah Whetton, Coordinator

Minutes

1. Welcome and AGM Formalities

Claire opened the meeting and outlined the formal proceedings of the AGM. These included:

- Ratification of previous minutes
- Presentation of the annual report
- Presentation of the financial report
- Election and re-election of trustees and officers

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2. Ratification of Previous AGM Minutes

Claire led the review of the previous AGM minutes.

The minutes were agreed as an accurate record of the meeting, with Laura and another participant seconding the motion. The minutes were formally approved.

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3. Annual Report Overview

Claire presented the annual report for the period April 2024 to March 2025. This included:

- The forum's response to the Ofsted inspection
- Challenges around communicating strategic changes to parent carers
- The importance of gathering, understanding, and sharing parent carer voice
- Ongoing work to improve transparency through surveys and feedback mechanisms

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4. Financial Report

Claire presented a summary of the financial report, including:

- Income received through Department for Education grants and other funding sources
- Allocation of funding to key projects, including rebranding and the Partnership for Inclusion of Neurodiversity in Schools

- Confirmation that the forum remains in a healthy financial position
- Updates on current and pending grant applications

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5. Election and Re-Election of Trustees

In line with the constitution, trustees stepped down and were re-elected as required.

- Claire, Sam, and Emma Fox stepped down and Claire and Sam were re-elected
- Nominations and seconding of these appointments were recorded
- The re-elections were formally approved

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6. Election of Officers

The following officer roles were confirmed:

- **Chair:** Claire
- **Vice Chair:** Sam
- **Secretary:** Laura
- **Treasurer:** Position remains unfilled

The group noted the ongoing vacancy for Treasurer but confirmed that the forum remains compliant with constitutional requirements.

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7. Conclusion of AGM

Claire formally closed the AGM and thanked attendees for their continued support and involvement.

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