

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE  
NATIONAL ASSOCIATION OF GIFTED CHILDREN,  
WEST SUSSEX BRANCH,  
HELD ON THURSDAY, 15<sup>TH</sup> MARCH 2007**

**Present**

Gary Abram  
Helen Foster  
Gary Larkin  
Rachel Larkin  
Marney Lowe  
Yvonne Lowe  
Katharine Rose  
Mark Rose

Apologies for absence were received from Katrina Abram and Chris. Foster.

**Annual Review**

The Chairman, Gary Larkin, thanked everyone for attending and gave a brief review of the year.

**Committee Appointments**

It was agreed that the Committee appointments would be as follows -

Chairman	Gary Larkin
Secretary	Helen Foster
Treasurer	Yvonne Lowe
Branch contact	Gary and Katrina Abram
D.C.P.P.	Rachel Larkin and Marney Lowe
Web-site Co-ordinator	Gary Larkin
Activity Organisers	Gary and Katrina Abram, Helen Foster, Gary and Rachel Larkin, Katherine and Mark Rose

It was further agreed that additional posts were required as follows -

P.R. Organiser	- to publicise the Group to local organisations (schools, libraries, Educational Authority, media etc)
Membership Secretary	- to maintain the current member list and track non-members trial activity attendance.
Activity/Newsletter Secretary	- to maintain a regular newsletter and ensure activities are publicised within the Group in a timely manner.

Activity Organisers

- to plan and lead an activity day, support an activity day or liaise with an external activity provider.

## **Financial Report**

The Treasurer, Yvonne Lowe advised that she had recently received the accounts from the previous Treasurer and had a few minor queries to discuss with them before the accounts were completely handed over. She then gave a brief explanation of the accounts.

A bank mandate was completed with the signatories agreed as the Chairman (Gary Larkin), Secretary (Helen Foster) and Treasurer (Yvonne Lowe).

The Treasurer advised that two cheques had been received made payable to herself in respect of payment for two activity days. Despite contacting the people concerned she had not received replacement cheques. The Secretary agreed to return the original cheques and request payment made payable to the branch account.

The Treasurer requested that all receipts clearly stated the item being claimed for. She also advised that she needed to know who were members of the Group and who had attended activity days. The Chairman agreed to make enquiries regarding an Auditor for the accounts.

It was agreed that a cash float be issued and the Chairman further agreed to provide a relevant form.

## **Future Activities**

21<sup>st</sup> April 2007

### **Buckeyballs**

Jonathan Hare from B.B.C.'s Rough Science programme had offered to do a presentation relating to Buckeyballs. Rachel Larkin agreed to provide a booklet.

It was suggested that those members with C.R.B. clearance should accompany the children for the Buckeyball presentation whilst the remaining members chatted to the other parents whilst the children were being entertained. It was also an ideal opportunity to seek help in running activities etc as well as finding out where other people's talents/interests lay. It was felt that it was important to reassure people that it was merely help with spreading the load that was required.

30<sup>th</sup> June 2007

### **Look and Sea Centre/R.N.L.I. Littlehampton**

Katherine Rose agreed to find out details from the Look and Sea Centre/R.N.L.I. It was felt that a booklet wouldn't be required for this activity. Hopefully it would be possible to enjoy the beach facilities and a picnic too.

It was suggested that a matchbox challenge for the summer could be launched, in which the children aimed to get as many items into a matchbox as possible. Completed boxes should be brought to the next meeting.

15<sup>th</sup> September 2007      **Human Dynamo**

Gary Abram agreed to compile a booklet and lead activities based on the human body.

24<sup>th</sup> November 2007      **Experimental Electricity**

Gary Larkin suggested that six electric sets be purchased and Rachel Larkin agreed to write a booklet.

2<sup>nd</sup> February 2008      **Volcanoes/Kitchen Chemistry**

It was suggested that Malcolm Foster be asked to run an activity based on kitchen chemistry. Helen Foster (Secretary) agreed to compile a booklet.

26<sup>th</sup> April 2008      **Bignor Roman Villa**

Mark Rose agreed to make some enquiries regarding a visit to the site.

.....Chairman

.....Date