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| cid:image003.png@01D46D2A.D2361240 | **Influencing decisions that affect children and young people with additional needs in Buckinghamshire****PO Box 1032, Aylesbury, Bucks, HP22 9NL** [**www.factbucks.org.uk**](http://www.factbucks.org.uk/)**Registered Charity Number 1155067** |

**FAMILIES AND CARERS TOGETHER IN BUCKINGHAMSHIRE**

Minutes of the Annual General Meeting held on Thursday 28th November 2019 at 10.00am in Missenden Abbey.

**PRESENT**

Andrew Howard

Penni Thorne

Phil Ogley

Ena Smale

Margaret Nyambayo

Jen Ogley

Emily Guiver

Christina Langton-Rose

Tracie Twohigg

Cassie Twohigg

Julie Vivian

Kate Jarvis

**Apologies**

Lo Smith

Kelli Evans

**IN ATTENDANCE**

Lucy Pike (Head of Transformation and Improvement, Education, Bucks CC)

Maria Edmunds (Education Strategy Lead, Bucks CC)

Jodi Sangster (interim Head of Children with Disabilities Team, Bucks CC)

Sarah Smith (Head, Bucks SENDIAS)

**WELCOME**

Andrew Howard, Chair of the Steering Group, welcomed members to the meeting and also welcomed Lucy Pike, Maria Edmunds, Sarah Smith and Jodi Sangster

**MINUTES OF THE MEETING HELD ON 29th NOVEMBER 2018**

The Minutes, which had previously been circulated, were agreed as a true record.

**REPORT**

Andrew Howard presented the report of the Trustees in the work of the Charity in the year ending 31st March 2018 and updates on matters since that date where applicable.

**FINANCIAL STATEMENTS**

The Financial Statements, which had previously been made available to all members, were reviewed. Phil Ogley proposed and Margaret Nyambayo seconded that the Financial Statements should be approved and this was agreed.

**TRUSTEES**

The Chair noted that Penni Thorne and Margaret Nyambayo had come to the end of their term as Trustees and would seek re-election. Andrew Howard and Tracey Twohigg were nominated for election as Trustees by the meeting. There being no other nominations, all four were elected as Trustees for a 3 year term.

**ANY OTHER BUSINESS**

Sarah Smith, on behalf of the Bucks SENDIAS service, thanked FACT Bucks for their hard work and dedication to the cause of increasing parent engagement in all matters relating to SEND CYP.

The meeting closed at 10.30am