

The Old Pharosians' Association

Minutes of the Annual General Meeting of the Old Pharosians' Association held on Saturday 25th September 2021 in The Great Hall at the School.

President's welcome and introduction

The President, Sir William Fittall, welcomed everyone to the meeting, whether they be attending in person or via Zoom.

He spoke of the privilege of being back in the School Hall which had such overwhelming memories for many, whether it be the recollection of assemblies, exams, concerts or plays. He recalled that it was on the stage that he had been a major general's daughter in the Pirates of Penzance, an old woman of Argos in John Paul Sartre's *The Flies* and Private Evans in Lewis Hall's 'The Long and the Short and the Tall'.

He gave special thanks to Phil Horstrup, the Headmaster, who had been a steadfast supporter of the links between the School and the Association, and who had personally unlocked the school today. He also gave thanks to his fellow committee members who had helped with the practicalities of the event following the resignation of the school caterer, especially Phil Harding and Jon Fullarton, as well as his wife, Barbara, who had made the cakes.

His main thanks were to everyone for making the time to be present, in several cases for the first time in 20, 30, perhaps 50 years or more, especially those who had travelled long distances.

He then outlined that the meeting would be in four parts:

1. The transaction of official business because the OPA was a registered charity and required by law to do things properly.
2. An update from the Headteacher about the state of the school and the huge challenges it had been facing with Covid and the building programme. He would then add some personal reflections and conclude with a slightly more solemn moment to ceremonially mark the end of an era.
3. Lunch and conversation in the hall
4. Congregate in the quad to hear more about the building project from an old boy who was part of the construction team, followed by an opportunity to wander the corridors and take photos

He then invited those present to indicate when they had joined the school. There was a good spread from the Booth, Hinton, Colman and Slater eras, as well as some who had started at the school since then.

Members present

A list of attendees is appended.

Apologies for absence

Apologies for absence were received from Paul Beecham, Peter Burville and Richard Gretton.

Minutes of the previous AGM

The Minutes of the 2020 AGM were approved.

Matters arising

There were no matters arising.

Treasurer's Report

The Treasurer, Jonathan Fullarton, reported that it had been a quiet year, unusually with no expenditure. The Association's reserves were currently nearly £9500. He thanked the Honorary Auditor, Neil Beverton, for his

continued support. The meeting gave a Vote of Thanks to the Treasurer for his work with the Association's finances.

Election of Officers & Committee

The following Officers and Committee Members were elected:

- President: Sir William Fittall. Proposed P J Harding, seconded M H Smith
- Secretary: P J Harding. Proposed Sir William Fittall, seconded J Catt
- Assistant Secretary: T Sutton. Proposed Sir William Fittall, seconded J Catt
- Treasurer: J Fullarton. Proposed Sir William Fittall, seconded J Catt
- Membership Secretary: P Skelton. Proposed Sir William Fittall, seconded J Catt
- Newsletter Editor: J Robertson. Proposed Sir William Fittall, seconded J Catt
- Auditor: M Beverton. Proposed Sir William Fittall, seconded J Catt
- Committee Members: Maurice Smith & Roger Gabriel. Proposed J Chidgey, seconded R Mitchell-King

Newsletter

John Robertson outlined the work undertaken in expanding the Newsletter during the past year and expressed his thanks to everyone who had contributed. Material would always be welcome.

The meeting gave a Vote of Thanks to the Newsletter Editor for his work in producing such excellent publications.

Constitution

The rationale, current constitution and proposed new constitution are appended to these minutes.

In introducing this item, the President made reference to John Catt, who at the 2020 AGM had posed the question: “*why do we link membership to a small subscription when these days what you need is to get as many possible as you can connected with each other online so that they can exchange news and can donate voluntarily to help the Association provide tangible support to the school?*”

Subsequently, the Committee had met and agreed with the suggestion. This had resulted in a new constitution being drafted and sent electronically to the membership. Everyone had been supportive and, except for a couple of drafting queries which had prompted a clarificatory drafting change, the new constitution being presented today was what had been sent in April.

The President explained that the key change in the new constitution was that in future all former pupils and staff members could become members of the Association the school on provision of their contact details. Hopefully, members would make a standing order and/or respond to special appeals.

Sir William Fittall proposed, seconded by John Catt, that the new constitution be adopted. This was carried unanimously by the meeting.

Report from the Headmaster

Phil Horstrup stated how proud he was to be Headmaster of DGSB. When offered the job three years ago, he would still have accepted it even if he had been told he would have to contend with the impact of a pandemic for a prolonged period of time, an Ofsted inspection under a new and rigorous framework, and a building programme. He was committed to staying at the school.

He provided an update on the building programme. The school was due to move into the new buildings on 14th February 2022, and thereafter would have access to the old buildings for just two further weeks. After that, work would commence on removing asbestos from the old buildings, which would then be demolished. The site would be landscaped, with the existing access road being extended and additional parking provided. The memorial window had been removed and was being restored before being hung in a frame – it would be situated in the atrium of the new building with light shining on it – “Fiat Lux”. The organ was to be dismantled, worn parts replaced, and the instrument then rebuilt in the hall of the new building. Other important school memorabilia such as honours boards would also be moved to the new building. An auction was to be held to sell other items from the old buildings; further details to follow.

Covid had presented many challenges and continued to do so. External examinations had been assessed and graded differently in 2020 and 2021. The 2021-22 had commenced with several members of staff having to self-isolate.

Finally, he spoke of the appeal that would be launched shortly to replace the pianos in the school. He had hoped that the Director of Music would have been able to address the meeting but she was unable to attend because of illness. The President responded by saying that the OPA would give its full support to the appeal, and that the committee would communicate with members in due course once it had discussed options at its next meeting—contributions via the OPA could be gift-aided and would all go to the appeal. Giving via the JustGiving page that the school intended to create would also be an option, though the site charged a small fee.

Any Other Business

There was no other business

President's reflections and concluding remarks

Given that this would be the last occasion when the Association would gather in the hall, the President indicated that he felt a weight of responsibility to say something wider ranging than would normally be the case:

“When I first walked up the school hill wearing my school cap and carrying my briefcase in September 1964, it was with an enormous sense of pride that I had an opportunity that neither of my parents had enjoyed. Like most working-class Dover kids they had left school- St Martin's in my Dad's case, Barton Road in my Mum's - at the age of 14 in the 1930s. They were proud that their little boy had made it to the big school on the hill, though they didn't have much idea what they could do to help beyond buying the uniform.”

“The advice given in a leaflet to parents from the Kent Education Committee, all-powerful in those days, sought to reassure them: *‘Question: Should I try to ‘prepare my own boy? Answer: More harm is done by home ‘instruction’ and special ‘tutors’ than many parents realise...The best foundation for secondary education lies in good reading, wide interests, regular hours and a secure home background.’*”

“I was fortunate because home, though modest, was secure and within a year of two Dr Hinton was saying to my mother, by then working as a dinner lady in the kitchens here, that a bright boy like me should certainly aim to go on from school to university. My parents had little notion of what a university was. After all only about 7% of school pupils went on to higher education then. But if the headmaster said that it was what I should do, they were all for it.”

“Being at DGSB shaped us all. It was partly the buildings: as Churchill said: *‘we shape our buildings and afterwards our buildings shape us.’*”

“But of course, what shaped all of us at DGSB was not just the buildings but the people, both our fellow pupils and the staff. The school is an institution with its collective memory and its underlying values. When you look at the honours boards behind me you see the names of boys like Clifford Jarrett, Sir Clifford as he became as Permanent Secretary to the Admiralty, who never studied at this building because he was at the school in the 1920s when it was at Frith Road.”

“What matters is that the underlying values endure and the determination remains to provide children from this ordinary and unpretentious town with the best opportunities they can have. This hall is unusually good for a secondary school. But much of the rest of the school is cramped and no longer up to scratch for the needs of today.”

“What then are the underlying values that matter? For me the essence of DGSB was that it sought to provide maximum opportunity for personal development for ordinary lads within a framework that constantly reminded us that we were part of something greater than ourselves. The dozens of us who took part in The Pirates of Penzance or in the school choir needed no reminding that it was a collective effort. Ditto for those who were in the many sports teams.”

“Today's world is more hard-nosed and individualistic than the 1960s. But as we say goodbye to this wonderful hall and as we celebrate all the new opportunities that the present generation will have in the brand new buildings, may we as an Association continue to nurture that confidence in the school as a community, as an

institution which nurtures interdependence and mutual support, not simply the survival of the fittest. And may we too, through becoming a more vibrant network enhance the practical support we give to the school - starting with those pianos!"

The members present then stood to sing the first verse of the School Hymn, accompanied by Stephen Pinnock on the organ, followed by the descant verse and a period of quiet reflection about what the school, its staff, and fellow pupils meant.

The proceedings concluded with the following responses:

"We call to mind all those staff who taught us in our generation, who shared with us their knowledge, skill and humanity."

'We remember and give thanks.'

"We turn our minds to those who were our friends and fellow pupils at the school, some perhaps here today, others not seen for many years or perhaps no longer with us but in their day our companions and mentors."

'We remember and give thanks.'

"We celebrate the vision of those who designed and created these great buildings and we allow all the memories we have from our days here, the joys and the sorrows, to settle in our minds in an orderly and nourishing way."

'We remember and give thanks.'

Philip Harding (Hon Secretary)

Appendix 1 - Attendance list

Name	Years at school
Richard Andrews	1964-71
Tony Baker	1964-71
Jacob Ball	2001-07
Keith Barraclough	1959-64
Ken Bean	1974-81
Steve Blake	1988-95
Dick Bolton	1948-55
John Booth	1948-56
Dick Booth	1951-59
Ian Bottle	1971-78
Simon Carter	1972-80
John Catt	1962-69
James Chidgey	1965-72
Kye Clark	2008-15
Gary Cloke	1986-93
Chris Cook	1960-67
Sam Cook	2008-13
Nick Cooper	1972-79
Barry Crush	1948-56 (Committee Member)
Michael Deal	1974-81
David Donald	1974-81
Ian Donald	1977-82
Gary Duggan	1976-83
Peter Eyles	1986-93
John Fagg	1953-59
William Fittall	1964-72 (President)
Paul Flint	1970-77
Jonathan Fullarton	1997-2004 (Treasurer)
Alastair Gardiner	1951-57
Roger Gabriel	1966-99 Boy and staff (Committee Member)
Paul Gibbs	1961-68
Andy Grey	1983-88
Rod Haddrell	1972-79
Phil Harding	1967-75 (Secretary)
David Haslam	1963-70
David Hollow	1973-80
Anthony Hook	1991-98
Steve Howard	1975-82
Phil Horstrup	2018- (Headteacher)
Michael Johns	1988-95
Rory Keyhoe	1971-77
Alan Lamoon	1960-65
Gary Little	1987-93
Roger Lister	1958-64
Ken Lott	1945-53
Steve Martin	1981-88
Iain Mckenzie	1966-73
Paul Mold	1971-78
Wally Nadin	1955-63
John Newman	1957-64
Gerald Oates	1972-77
Matt Odell	1997-2002
Michael Odell	1994-2001
Freddie Padfield	2021-21

Mark Padfield	1986-93
Sydney Padfield	1953-60
Mick Palmer	1959-66 (Committee Member)
Stephen Pinnock	1963-65
John Philpott	1955-63 (Committee Member)
Dave Pudney	1972-79
Kevin Raine	1975-2000 Staff
John Robertson	1976-83 (Newsletter Editor)
Paul Skelton	1972-2005 Boy & staff (Membership Secretary & Website)
David Slater	1962-69
Andrew Slade	1986-93
Maurice Smith	1959-89 Staff (Committee Member)
Adam Stirna	1997-2004
Roger Summers	1959-63
Terry Sutton	1940-47 (Assistant Secretary)
Michael Thomas	?-? staff
Graham Tuthill	1960-65
James Watson	1985-92
Marty Webster	1966-67
Darren Wilmshurst	1976-83
David Winter	1975-82
Keith Worsdell	1961-66

By Zoom

Mark Ashton	1968-75
Tony Bradley	1945-52
Alan Dalley	1969-76
Louis Martin	1982-87
Bob Mitchell King	1960-67
Brian Moore	1956-64

Tour only

Paul Batchelor	1974-81
Charles (Chuck) Cartmel	1974-81
Alan Carver	1978-80
Michael Donovan	1973-80
Adrian Hogg	1974-81
Barry Vaughn	1974-81

Appendix 2 – Constitution

Adoption of a revised constitution for the Old Pharosians' Association

1. At our AGM last September John Catt suggested that the Association should abolish subscriptions and thereby **open membership without charge to all former pupils**. Your Committee considered this idea at its meeting in November and **decided in principle to accept it**.
2. This was not, however, a change that the Committee could make on its own authority because **the subscription basis of membership is written into the present Constitution** (copy attached at Annex A) and constitutional change has to be agreed by the AGM.
3. After discussion the Committee decided that if the Constitution was to be changed on this point it would be sensible to see if there were other ways in which it should be updated at the same time. While the objects of the charity remain sound a lot of the procedural provisions in the Constitution were originally drafted many years ago, before the Association became a charity and before the possibility existed of transacting business electronically. The present Constitution also has references to membership, subscription and the privileges of membership dotted around it, which means that making line by line amendments would have been very fiddly.
4. So the Committee decided that the best course was to replace the present constitution with a simple one based on a Charity Commission template for charities with an annual income of less than £5000. A consultation document with a proposed draft was sent out to all members of the Association in April inviting comment both on the proposal to abolish subscriptions and on the new draft Constitution.
5. As the document explained, most of the proposed new wording is simply to bring our rules into line with what the Charity Commission recommends (for example the notice period for the AGM is increased from 7 to 14 days). The changes on which some explanation might be useful are:
 - Instead of paying for membership, former pupils and present and former members of staff will now simply need to supply contact details. The 'electoral roll' for an AGM will close a month before each year's meeting;
 - The old Constitution envisaged a Committee of around 20 members which is much larger than our recent practice and also than recommended practice for the size of trustees bodies. The new Constitution establishes a trustee body of 13 (with power to co-opt up to 2 more and a right of attendance for the Head);
 - In line with the Charity Commission template, the annual election of most office holders will be a matter for the trustees. The election of President and of Auditor will, however, remain the responsibility of the AGM. Trustees will also continue to be elected by the AGM, normally four each year for a three year term;
6. **The consultation produced 33 responses from non-Committee members, all of them favourable.** There was also a heartening number of messages of good will to the Committee and support for what was seen as a forward looking initiative. Some correspondents explicitly said that they were happy to maintain their standing order as a donation after the change was made. One person noted that we would need to check that individuals were content to go on paying on the new basis (we shall).
7. The one drafting point raised (by Tony Bradley and James Chidgey) was that the document's explanation of the composition of the trustee body was clearer than the text of the constitution. The Committee was grateful to Tony and James for flagging this and agreed in May to expand Article 3 of the draft so that it now spells out in one place who the trustees are rather than leaving it to articles 6 and 7. Otherwise the text attached at Annex B is the same as was circulated to members in April and commended by them.
8. **The annual meeting is therefore invited to agree the adoption of the Constitution at Annex B**, to come into effect straightaway. If anyone has any remaining questions about anything in the new text it would be helpful to have advance notice since it will be best if we can avoid having to take detailed drafting points on the Constitution at the meeting.

ANNEX A- Present Constitution

THE OLD PHAROSIANS' ASSOCIATION

(The Old Boys' Association of the Grammar School for Boys at Dover)

CONSTITUTION¹

NAME

The name of the Association shall be "The Old Pharosians".

OBJECTS

The objects of the Association are to advance the education of the students in the School; by providing and assisting in the provision of facilities for education at the School (not normally provided by the Local Authority) and as ancillary thereto and in furtherance of this object the Association may:

- (a) foster more extended relationships between the staff, former students and others associated with the School; and
- (b) engage in activities which support the School and advance the education of the pupils attending it.

MEMBERSHIP

The Association shall be open to all former students of the School, and shall consist of:

- (a) Annual Members;
- (b) Life Members;
- (c) Honorary Members

ANNUAL & LIFE MEMBERSHIP

Annual and Life Membership shall be open to all former students of the School, and past members of the staff.

HONORARY MEMBERSHIP

All present members of Staff shall be Honorary Members.

HONORARY LIFE MEMBERSHIP

Honorary Life Members may be elected at the Annual General Meeting, after nomination by the Committee.

All Headteachers of the School, and all members of the Staff who complete a quarter of a century of service at the School shall be Honorary Life Members of the Association.

PRIVILEGES

The privileges of the Association accorded to all Members shall include:

- (a) the right to wear the tie, colours or badges approved by the Association;
- (b) the right to attend and introduce guests to such functions as may be arranged by the Association;
- (c) the right to receive the Association's Newsletter as issued.
- (d) the right to receive copies of the School's in-house newsletter as issued on informing the Hon Secretary and making a payment at an economic price including postal charges;

PRIVILEGES OF HONORARY MEMBERSHIP

The privileges of Honorary Members and Honorary' Life Members shall be the same privileges as are accorded to Ordinary and Life Members of the Association, except that they shall not vote on financial resolutions.

OFFICERS OF THE ASSOCIATION

The Officers of the Association shall consist of:

- (a) The President
- (b) The President-Elect (when required)
- (c) The Chairman
- (d) The Honorary Treasurer
- (e) The Honorary Secretary
- (f) The Assistant Honorary Secretary
- (g) The Honorary Auditor
- (h) The Honorary Archivist
- (i) The Honorary Newsletter Editor
- (j) The Honorary Membership Secretary

COMMITTEE

The business of the Association shall be conducted by a Committee consisting of:

- (e) the above officers, who shall be elected at the Annual General Meeting each year, except the Chairman, who shall remain in office for three years and shall be eligible to continue annually thereafter;
- (f) three members of the Staff, two of whom shall be elected by the Association at the Annual General Meeting each year, and one of whom shall be elected annually by the Staff;

¹ Approved at the Annual General Meeting of the Association on 1 October 2005

(g) six Ordinary Members of the Committee, former students of the School, who shall be elected for a period of three years, the two senior members retiring each year;

(h) the Headteacher, the retiring President and the Head Prefect as ex-officio members.

The Committee shall have the power to co-opt. Seven days' notice of a Committee meeting shall be given. Seven members of the Committee shall form a quorum for the transaction of business.

ANNUAL GENERAL MEETING

The Annual General Meeting of the Association, of which at least seven days' notice shall be given, shall if possible be held before the end of the Autumn Term each year. Twelve Members of the Association shall form a quorum for the transaction of business.

EXTRAORDINARY GENERAL MEETING

An Extra-Ordinary General Meeting may be convened at any time by direction of the Committee, or on the signed request of not less than ten Members. Not less than seven days' notice shall be given. The notice shall specify the business to be considered, and the proceedings shall be confined to the matters specified in the notice. Twelve Members of the Association shall form a quorum for the transaction of business.

SUBSCRIPTION

The Subscription payable by Annual Members and Life Members shall be decided at each Annual General Meeting. Annual Subscriptions become due on 1 August each year.

SECRETARY'S DUTIES

The Secretary shall attend the meetings of the Association and produce such of the Association's books and accounts as may be required for the purpose of each meeting, and enter minutes of all resolutions, transactions and business of such meetings. The Secretary shall send all circulars and notices to all members as and when required and attend to all other matters relating to the Association, which may from time to time be referred to the Secretary.

MEMBERSHIP SECRETARY'S DUTIES

The Membership Secretary shall keep a register of all members with their addresses, enter all changes of address therein, of which he shall have received notice.

TREASURER'S DUTIES

It shall be the duty of the Treasurer to keep an account of all monies received and expended by him, and to render a Balance Sheet annually, so that the same may be duly audited and presented to the Annual General Meeting.

BANKERS

The Association's Bankers shall be determined by the Committee and the account and securities shall, if possible, be kept at the Dover Branch.

MEETINGS

The place of meeting shall be the Grammar School for Boys at Dover or such other place as may from time to time be determined by the Committee or a General Meeting.

DISSOLUTION

The Association shall only be dissolved with the consent of the Headteacher, and provided that it shall be agreed at an Annual General Meeting by at least two-thirds of the Members present voting. Any assets remaining on dissolution of the Association after satisfying any outstanding debts and liabilities shall not be distributed amongst the members of the Association but will be given to the School in any manner which is exclusively charitable at law.

ALTERATIONS CLAUSE

No alteration shall be made to this Constitution except at the Annual General Meeting or at a Special Meeting called for this purpose. No alteration or amendment shall be made in the objects clause or dissolution clause which would cause the Association to cease to be a charity at law.

The 2005 rates of subscription [subsequently amended] were:

Life Membership: £125

Annual Membership: £5 per annum

**ANNEX B-Proposed new Constitution
Old Pharosians' Association (charity number 295653)**

Constitution

1 NAME

The charity's name is 'The Old Pharosians 'Association'.

2 THE PURPOSES OF THE CHARITY ARE:-

To advance the education of the students of Dover Grammar School for Boys by providing and assisting in the provision of additional facilities and opportunities for education at the School. To that end the association may: (a) foster relations between the staff, former students and others associated with the School and (b) engage in activities which support the School and advance the education of the pupils attending it.

3 TRUSTEES

The charity shall be managed by a committee of trustees, comprising:

- the President who is appointed at the Annual General Meeting (AGM) of the charity
- up to 12 other members of the charity who are also appointed at the AGM
- up to two additional members whom the committee may appoint.

4 CARRYING OUT THE PURPOSES

In order to carry out the charitable purposes, the trustees have the power to:

- (1) raise funds, receive grants and donations
- (2) apply funds to carry out the work of the charity
- (3) co-operate with and support other charities with similar purposes
- (4) do anything which is lawful and necessary to achieve the purposes.

5 MEMBERSHIP

Membership of the charity is open to anyone aged 16 or over who provides the Association with their name and contact details and has either been a pupil at the school or is or has been a member of staff. The trustees will keep an up-to-date membership list. The Headteacher shall be an ex officio member of the Association.

The trustees may remove a person's membership if they believe it is in the best interests of the charity. The member has the right to be heard by the trustees before the decision is made and can be accompanied by a friend.

6 ANNUAL GENERAL MEETING – AGM

- (1) The AGM must be held every year, with 14 days' notice given to all members telling them what is on the agenda. Meetings may be held electronically. Minutes must be kept of the AGM.
- (2) There must be at least 12 members present at the AGM.
- (3) To vote or be eligible to vote at the AGM a member must have been on the membership list not less than one calendar month before the meeting. Every member has one vote.
- (4) The trustees shall present the annual report and accounts.
- (5) Any member who has been on the membership list for not less than one calendar month may stand for election as a trustee.
- (6) Members shall elect the President of the Association at each AGM. He or she is eligible for re-election.
- (7) Members shall elect up to 4 other trustees at each AGM, each to serve for a period of three years. They may stand for re-election. Members shall also elect trustees to fill, for the balance of the remaining period, any casual vacancies that have arisen.
- (8) Members shall appoint the auditor for the Association.

7 TRUSTEE MEETINGS

- (1) Trustees must hold at least 3 meetings each year. Meetings may be held electronically. The Headteacher has a right to attend and speak at trustee meetings.
- (2) The President, if available, will take the chair at meetings. In his absence those present will elect one of their number to chair the meeting.
- (3) At least 6 trustees must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.
- (4) At their first meeting after the AGM the trustees will elect a treasurer, secretary, membership secretary, newsletter editor. They may also elect other officers.
- (5) Interests must be declared. Where a conflict of interest arises in relation to an item of business, trustees must determine whether the person concerned needs to leave the meeting while the matter is being discussed or decided.
- (6) During the year, the trustees may appoint up to 2 additional trustees. They will stand down at the next AGM.
- (7) The trustees may make reasonable additional rules to help run the charity. These rules must not conflict with this constitution or the law.

MONEY AND PROPERTY

- (1) Money and property must only be used for the charity's purposes.
- (2) Trustees must keep accounts. The most recent annual accounts can be seen by anybody on request.
- (3) Trustees cannot receive any money or property from the charity, except to refund reasonable out of pocket expenses.
- (4) Money must be held in the charity's bank account. All cheques must be signed or electronic transfers approved by 2 trustees.

GENERAL MEETINGS

If the Trustees consider it is necessary to change the constitution or wind up the charity they must call a General Meeting so that the membership can make the decision. Trustees must also call a General Meeting if they receive a written request from the majority of members. They may, on their own initiative, call a General Meeting to consult the membership. All members must be given 14 days' notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept.

- (1) **Winding up** - any money or property remaining after payment of debts must be given to Dover Grammar School for Boys or a charity with similar purposes to the Association.
- (2) **Changes to the Constitution** - can be made at AGMs or General Meetings. No change can be made that would make the organisation no longer a charity.

[This revised constitution was adopted on 25 September 2021 at the Association's AGM.]