

Tutshill C of E School Governing Body

Minutes of Annual General Meeting

Wednesday 7th September 2016 at 4.30pm

Chair of Governors: Mr Riordan

Clerk to Governors: Ms Linden

Present: Miss Lane (Headteacher), Mr Riordan (Chair), Mrs Cooper, Ms Henderson, Mrs Clarke, Mrs Dursley.

1. Opening Prayer – Mr Riordan

2. Apologies for Absence

Apologies were received and accepted from Dr Evans and Mrs Fryer.

Apologies were received from Rev'd Treharne and Mrs Watson.

Items for Decision

3. Appointment of Chair, Vice Chair and discuss governor vacancies

The Clerk chaired the first item. Mr Riordan accepted a nomination for the position of Chair by Miss Lane and seconded by Mrs Clarke. Mr Riordan was asked to leave the room for voting. The full governing body (FGB) voted unanimously in favour for Mr Riordan. Mr Riordan was asked to return and accepted the decision. Mr Riordan then resumed as Chair for the rest of the meeting.

Dr Evans was nominated for Vice Chair by Mrs Henderson and seconded by Miss Lane. The FGB voted unanimously for Dr Evans as Vice Chair.

There were currently vacancies for governors in the following categories

2 x Parent

1 x Local Authority

3 x Co-opted.

The Headteacher reported that there were 2 potential parent governors in the new reception class and that we were still awaiting a LA nomination from governor services.

4. Agree appointment of Associate Members for 1 year

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The current associate members were re-elected for the following year. One governor abstained voting for one associate member due to a declared conflict of interest. One associate governor had requested standing down as a class link governor but still remain as an associate.

5. To agree committee membership

The new committee membership was agreed, paper attached.

6. To agree class and curriculum links

The class and curriculum links were agreed, paper attached.

7. To consider governor meeting dates for the next year

The revised date were agreed, paper attached.

Items for Discussion

8. To consider any revisions to the standing orders / terms of reference for committee meetings

The Standing Orders and Terms of Reference were agreed subject to amending the Local Education Authority to Local Authority.

The FGB discussed the option of nominating a Complaints Committee. It was agreed that it would be better to establish such a committee, should the situation arise, depending on the knowledge and expertise of the governors at the time.

Items for Information

9. Any other business

The Headteacher reported back on the school's new website and confirmed that work was underway to ensure the section on governance was compliant. The school photographer was due in school shortly for any governors needing their photograph taken. This item would be followed up at the next FGB meeting.

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The Headteacher also pointed out that work on the Governor's Annual Report was also due shortly.

Date and time of next meeting – Monday 3rd October 2016 from 4.30 to 6.30pm