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Present: Katie Blood (HT), Rupert Bagilhole (Vice Chair), Stephen Berry (Vice Chair), Ian Beggs, Fiona Graham, Fr Martin Morgan, Francesca Urquhart (*arrived 5.40 pm*)

In attendance: Fiona Keeling (Deputy HT), Tom Way (Clerk)

Apologies: Jane Grey

Quorum: 7 out of 8 governors were present. The meeting was quorate (at least 50% attending).

Questions from the governors to the HT and DHT are highlighted in **bold**.

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## 1. **SV's Resignation & Election of Chair**

*JG's apology of absence for this meeting was acknowledged retrospectively.*

It was acknowledged that this informal meeting would be held prior to the external review of governance meeting at 6.00 pm in order to address the issue of Steve Vinall's resignation from the position of chair and his stepping down from the governing body.

There was a discussion around SV's resignation and the need to fill the position of chair as soon as possible. It was acknowledged that the vice chairs were the appropriate candidates for the role but also that if one were elected as chair that this would then create a vacancy for the head of either the resources committee or the teaching & learning committee.

RB advised that they weren't going to stand as a candidate for chair. SB advised that they were happy to stand, and that they could continue as the head of the resources committee for the interim until a replacement had been trained, and that JG may be a potential candidate for this given their experience and background.

The governing body agreed to hold the election for the position of chair at this meeting.

*RB nominated SB for chair, the HT seconded this.*

*All governors agreed unanimously to elect SB as chair.*

The HT advised that a review of the governing body standing orders will be conducted in September to address the issue of backfilling vice chair vacancies in this kind of situation.



**ACTIONS**

- 1.1 Review of standing orders in September to address potential vice chair vacancies when a new chair is elected
- 1.2 Clerk to notify governor support that SB has been elected as chair

**2. Future meeting dates**

There was a discussion around setting the next school year's meeting dates and governors' general availability. Governors advised of what days were best for meetings, and it was agreed that the HT and Clerk would collate this information and set future meeting dates.

*FU arrived at 5.40 pm.*

It was agreed that the FGB meeting originally planned for this date would be skipped until the July meeting on 18.07.18, and that any urgent business would be addressed at the next informal meeting on 16.05.18.

**ACTIONS**

- 2.1 Clerk and HT to collate governors' availability and set meeting dates for the next school year.

**3. Urgent business not on agenda**

N/A

The meeting closed at 5.45pm.

Signed .....*[signed copy kept in school office]*..... Chair of Governors

Date.....

The next Informal meeting will be on Wednesday 16 May 2018 at 5.15pm