

Please forward any matters relating to the Minutes below to: **THE CLERK TO THE GOVERNORS - ELIZABETH JAHN**

FULL GOVERNING BODY MEETING – TERM 1 **Held at the school on Tuesday 11 September 2012 at 6.30pm**

MINUTES

PRESENT:	Annemieke Waite (Chair)	Ian Champion-Smith
	Darren McKimm (Vice Chair)	Judy Patterson
	Sarah Baker (Headteacher)	Lawayne Jefferson
	Tim Trout	Bharti Joshi
	Alison Cossons	Penny Mooney (Associate Member)
	Rod Symmons	Kim Garland (Associate Member)
	Claire Pick	Rupert Maule (Associate Member)
	Sylvia Townsend	Mike Farmer (Attendee)
	Anthony Ward	Marian Curran (Attendee)
	Barry Trahar	Claire Brunton (VWV, Attendee)
	John Waldron	Elizabeth Jahn (Clerk)

The meeting was noted to be quorate

ITEM	MINUTE	ACTION
1	<p>Welcome & Apologies for Absence</p> <p>The Chair welcomed everyone to the meeting. Steph Ball was absent from the meeting.</p>	
2	<p>Attendance & Business/Pecuniary Interest Register</p> <p>Governors were reminded of their responsibility to declare interests; the Register was circulated and duly signed.</p>	
3	<p>Academy Conversion Update From Veale Wasbrough Vizards (VWV) Solicitors</p> <p>The Academy Working Group's Executive Summary had previously been distributed; Governors discussed the contents at length; the proposed composition of the Governing Body was included in the summary document.</p> <p>It was proposed that Annemieke Waite, John Waldron and Rod Symmons be appointed as the first Members of the Academy Trust. Governors when appointed to the new Governing Body will also be known as 'Directors'.</p> <p>Governors noted that the new regulations for maintained schools are mirrored in the Funding Agreement.</p> <p>The Claremont School site has been included in the lease but a management agreement will need to be put in place as soon as possible after conversion.</p> <p>The heating and ventilation issues are the main reasons for the delays in sorting the paperwork as the Local Authority (LA) needs to fully indemnify the costs of the defects. E C Harris is carrying out a condition survey over the summer including the heating and ventilation issues; when the report is received the school will better understand the cost implications. However, to delay the conversion whilst waiting for the LA to agree to indemnify the defects could result in the school losing £60k per month from the Academy's funding.</p>	
4	<p>Academy Conversion Proposal, Documentation & Implications</p> <p>Post Academisation Funding – An Update and Public Sector Equality Duty – Implications for Schools Wishing to Convert to Academy Status had previously been distributed. A full consultation in compliance with the Public Sector Equality Duty has been carried out and the findings scrutinised by the Governing Body and Academy Working Group.</p>	

Approval (Initials)

5	<p>Academy Conversion Decision</p> <p>After careful consideration, Governors agreed to convert to an Academy hopefully on the 1 October 2012 with Rod Symmons, Annemieke Waite and John Waldron being appointed as the first Members of the Academy Trust. Veale Wasbrough Vizards will prepare the papers for Companies House in due course for the Governors (Directors) to complete and return.</p> <p>Governors also agreed to adopt resolutions 1-5 in the Executive Summary document.</p> <p>It was also agreed to delegate to the Academy Steering Group the decision regarding the conversion date depending on negotiations with the LA re the lease etc.</p> <p>[Barry Trahar left the meeting.]</p>	
6	<p>Thanks & Farewell</p> <p>Governors thanked the members of the Academy Working Group & the Steering Group, the Headteacher and the Director for Finance & Administration who had worked so hard during the Academisation process.</p> <p>Governors also thanked out-going Governors for their support and contribution to the work of the Governing Body.</p> <p>The Chair will circulate a skills audit form for Governors to complete and return so that any gaps in the Governing Body can be identified prior to appointing new Governors.</p>	AW
7	<p>AOB</p> <p>There was no other business to consider.</p>	
8	<p>Date & Time of Next FGBM</p> <p>Tuesday 6 November 2012 at 6.30pm</p>	

Minutes agreed by the Governing Body and signed by the Chair of Governors:

SIGNED: **DATE:** 18 December 2012