

**Additional Meeting of Full Governing Body
18th May 2015
Meeting Room
6.15pm**

MINUTES

Governors Present:	Martyn Allen, Mick Baker, Richard Bradford, Alison Frost, Les Gunbie, Jeremy Holtom, Reg Hook, Jennifer John, Jenny Poore, Alan Sanders, Elaine Stoner, Derek Swindells (Chair), Marilena Ward, Sarah Windsor
Officers Present:	Teresa Carter (Clerk)
In Attendance:	Richard Baker, Chris Lee, Sue Middleton, Ros Stephen,

	<u>Agenda item</u>	<u>Action</u>
1	<p>Introduction The Chair opened the meeting with an explanation of why an additional Full Governing Body meeting had been convened.</p> <p>a) Apologies for Absence Apologies for absence received from Emma Farrell.</p> <p>b) Declarations of Interest None</p>	
2	<p>Update from Headteacher</p> <p>a) Pastoral Restructuring - Update Governors were advised that five head of year positions had been advertised internally with thirteen applicants. Following the appointments that had been confirmed there were two heads of each year as agreed by the Full Governing Body. In addition there would be two pastoral assistants to support, one in lower school and one in upper school. The new team would be meeting shortly for a planning day to work out the most effective way to work together.</p> <p>b) Leadership Structure 2015/16 - Update The leadership team had met to agree how the tasks and responsibilities could be redistributed following the retirement of Sue Middleton as Deputy Head. Governing Body approval was not required for the revised structure, as it involved no new senior appointments. The final structure would be presented to Governors at a later meeting.</p>	
3	<p>Update from Business Manager</p> <p>a) Budget 2015/16 Progress Report Alan Sanders introduced this item advising that a group of Governors had met with the Business Manager to go through the proposed budget for 2015/16 in detail. Copies of the proposed budget were provided in advance of a request for approval at the June meeting once the final carry forward balance had been confirmed. The Business Manager talked Governors through the proposed budget reporting the following:</p> <ul style="list-style-type: none"> • There had been no increase in budget share; slight decreases in pupil premium income offset by an increased high needs grant reflecting the changing cohort. • 76% of the budget share was allocated to staffing costs, which was considered lower than the average school allocation. • Pensions costs would be considerably higher from 2015/16 due to changes in legislation and national insurance changes, which had not been incorporated into the budget, would have a big impact. • A small amount had been allocated to contingency enabling the budget to balance over three years. It was noted that some other local schools were struggling to return a balanced budget for 2015/16 due to reducing roles and that action had been taken to reduce staffing costs. 	

Signature.....Date.....

b) Amended Scheme of Delegation - For Approval

An amended scheme of delegation with authorities for the catering manager included within D17 and D18 was presented for approval.

AGREEMENT - The Full Governing Body approved the scheme of delegation as presented.