



Sutton-in Craven C of E (VC) Primary School

Minutes of the Proceedings of the General Meeting of the Full Governing Body of Governors of Sutton in Craven CE (VC) Primary School held in School on Monday 17th October at 7.04pm

Present: Mr Simon Garner (Chair), Mr Andrew Clayton, Mr Tim Phillips (Headteacher), Mrs Alison Campbell (Staff), Mrs Suzanne Lister, Mr John Pollard, Mrs Louise McCluskey, Mrs Linda Henderson (Vice Chair)

In attendance: Angela Hayton (Clerk),

Key:

Governor Questioning
Response

1)	<p>Welcome and Introductions The Chair welcomed everyone to the meeting and introduced Mrs Louise McCluskey to Governors.</p>	
2)	<p>2.1 Apologies for Absence Rev Helen Collings sent her apologies. All apologies consented and approved</p> <p>2.2 Declaration of Pecuniary Interests There were no declarations of pecuniary interest by members of the Governing body in respect of any item on the agenda.</p>	
3)	<p>Approval of New Members The Chair introduced John Pollard and Louise McCluskey to the governing body. Both expressed their interest in joining the board as Co-opted Governors. All governors voted in favor.</p> <p>Resolved: Mr Pollard and Mrs McCluskey were appointed as Co-opted Governors onto the Governing Body</p>	
4)	<p>Notification of Items for AOB None</p>	
5)	<p>Committee Roles Following on from the last FGB meeting, the Chair invited governors to discuss the proposed restructure of the governing body. Creating two new committee's; Improvement Committee and Resources Committee. He informed governors that he had received an email from Charlotte Brear, tendering her resignation as Parent Governor, due to a change in circumstances. He had taken advice from Margaret Burton, LA Governance Officer, who had suggested that two parent governors would be sufficient. Governors agreed to adopt the proposed committee structure.</p> <p><u>Improvement Committee Members:</u> Mrs Linda Henderson (Chair), Mrs Louise McCluskey, Mrs Suzanne Lister, Mrs Alison Campbell, Rev Helen Collings, Mr Simon Garner, Mr Tim Phillips (Headteacher)</p> <p><u>Resources Committee Member:</u> Mr Andy Clayton (Chair), Mr John Pollard, Mr Simon Garner, Mr Tim Phillips (Headteacher)</p> <p><u>Named link governors were appointed as follows:</u> Mr Simon Garner – Chair of the FGB, Resources Committee, Improvement Committee, SDP, Maths, SEF, Pupil Outcomes, Ofsted, Strategic Overview Mrs Linda Henderson – Vice Chair of FGB, Chair of Improvement Committee, English, Sports Premium, Safeguarding, Behaviour and Welfare, Attendance</p>	

Simon Garner Chairperson
 24/11/17 Date

	<p>Mr Andy Clayton – <i>Chair of the Resources Committee</i></p> <p>Mrs Louise McCluskey – <i>SEN, Pupil Premium</i></p> <p>Mrs Suzanne Lister – <i>Early Years, E-Safety, NQT</i></p> <p>Rev Helen Collings – <i>SIAMS, Religious Education</i></p> <p>Mr John Pollard – <i>Resources Committee</i></p> <p>Resolved: Committee members were appointed. The Clerk to upload a copy onto the school website.</p>	Clerk
6)	<p>Code of Practice This was circulated to Governors, via email prior to meeting. All governors agreed to vote in favor of adopting the revised Code of Practice.</p> <p>Resolved: The Code of Practice was adopted. The Clerk to upload a copy onto the school website and a copy sent to the Diocese for approval</p>	Clerk
7)	<p>Instrument of Governance This was circulated to Governors, via email prior to meeting. All governors agreed to vote in favor of adopting the revised Instrument of Governance</p> <p>Resolved: The Instrument of Governance was adopted. The Clerk to upload a copy onto the school website and a copy sent to the Diocese for approval</p>	Clerk
8)	<p>Standing Orders This was circulated to Governors, via email prior to meeting. All governors agreed to vote in favor of adopting the revised Standing Orders</p> <p>Resolved: The Standing Orders was adopted. The Clerk to upload a copy onto the school website and a copy sent to the Diocese for approval</p>	Clerk
9)	<p>FGB Meeting Dates</p> <ul style="list-style-type: none"> • Tuesday 24th January 2017 at 7pm • Tuesday 9th May 2017 at 7pm 	
10)	<p>Committee Meeting Dates</p> <p>Improvement Committee</p> <ul style="list-style-type: none"> • Tuesday 8th November 2016 at 7pm • Tuesday 7th March 2017 at 7pm • Tuesday 11th July 2017 at 7pm <p>Resources Committee</p> <ul style="list-style-type: none"> • Tuesday 6th December 2016 at 7pm • Tuesday 21st March 2017 at 5pm • Tuesday 27th June 2017 at 7pm 	
11)	<p>Any Other Business None</p>	
13)	<p>Dates of Next Meeting: Next FGB Meeting Tuesday 24th January 2017 at 7pm</p> <p>Meeting closed at Meeting closed at 7.50pm</p>	

Sharon Jones Chairperson
24/1/17 Date