



School: The Lanes Primary
Meeting title: First meeting of the governing body
Date and time: Wednesday, 18 October, 2017 at 6.00pm
Location: At the school

Membership
'A' denotes absence

Mrs H Tarrant
Dr M Wilson
Mrs R Briody
Mrs S Brown
Mrs N Masters
Mrs J Revill (Headteacher)
Ms L Harris
7 x co-opted vacancies
1 x Local Authority vacancy

In attendance Mrs J Mansell (clerk to the governors)

GB/01/17 Apologies for absence Action

There were no apologies for absence.

GB/02/17 Declaration of interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

GB/03/17 To receive Instrument of Government

The governing body received the instrument of government. The governing body would consist of:

- 7 x co-opted
- 1 x Local Authority
- 5 x parents
- 1 x staff
- 1 x Headteacher

GB/04/17 Membership of the governing body

Appointment of Local Authority governor

Mrs Sheila Birchall had completed an application for the position of Local Authority governor on the new governing body for The Lanes Primary School. This nomination had been approved by the school governor co-ordinator for consideration by the governing body.

The headteacher endorsed the appointment of Mrs Birchall and highlighted the contribution she had made to Meadow Lane Infant School and as a member of the temporary governing body. It was

agreed

to appoint Mrs Birchall as the Local Authority governor.

Appointment of co-opted governors

Four expressions of interests had been received for the co-opted positions on the governing body. Each person was considered in detail and the headteacher outlined the skills they could bring to the governing body:

Rob Guyler

- Chair of Personnel and Pupils Committee
- Experienced at undertaking staff interviews
- Regular visitor to the school
- Regularly attends school residential trips
- Monitored SATs testing within school
- Ambassador for the school

Andy Barker

- Long serving governor
- Chair at Meadow Lane Infant School and member of the TGB
- Involved in numerous staff appointment panels
- Appraisal governor
- Complaints governor
- Budgeting experience specifically interrogation of budget headings

Tom Herbert

- Experienced governor from College House
- Detailed knowledge of the law
- Knowledgeable interrogation of policy and procedure
- Regularly attends school residential trips
- Experienced mathematician

Cheryl Heath

- Member of the temporary governing body
- Previous governor experience from a different educational setting
- SEN experience

The governing body carefully considered the recommendations from the headteacher and it was

agreed

to co-opt Rob Guyler, Andy Barker, Tom Herbert and Cheryl Heath.

The headteacher also brought to the attention of governors Leah Wignell, staff member, who had lost out on the staff position by the toss of a coin. It was

agreed

to co-opt Leah Wignell on to the governing body.

The governors agreed to postpone appointment to the remaining co-opted positions until a full skills audit had been undertaken.

Action

The headteacher reminded governors of the 12 nominations for the 4 parent governor positions and it was suggested that the unsuccessful parents could be considered for co-option on to the governing body.

The clerk cautioned the appointment of too many staff and parents on to the governing body to preserve the external influence from governors.

GB/04/17 Determination of term of office for chair and vice-chair Agenda

GB/05/17 Election of chair Agenda

GB/06/17 Election of vice-chair Agenda

The clerk recommended postponing these appointments until the next meeting when all governors would be able to consider these important posts.

GB/07/17 Minutes of the final temporary governing body meeting Agenda

The clerk again recommended that these minutes plus the minutes of the final governing body meetings for Meadow Lane Infant School and College House Primary School be considered at the next full governing body meeting when members of these bodies would be present to confirm accuracy.

GB/08/17 Any other business

The headteacher discussed with governors the involvement of the senior leadership team. Both deputy headteachers wished to be involved with the governing body. Each had a key lead responsibility within the school which would link to the potential committee structure of the governing body.

The governing body agreed to consider any associate membership of the governing body or its committees once they had a better understanding of the skills of the current membership.

GB/09/17 Confirmation of date of next meeting

Autumn term – Wednesday, 8 November, 2017 at 6.00pm

GB/10/17 Determination of confidentiality of business

It was

resolved

that all papers and reports be made available as necessary.

The meeting closed at 6.40pm.

Signed(chair) Date

JM/KW