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THE GOVERNING BODY OF SHELLEY COLLEGE

Minutes of the Full Governors Meeting of Shelley College Governing Body held at 6.00pm at the School on Tuesday 15th March 2016.

PRESENT

Mr N Wilson (Chair), Mrs A A Cooper, Mr G Davis, Ms A Horsfall-Jones, Ms T Dunkerley, Mrs P Gillespie, Mr J McNally, Mrs A Poppleton, Mr N Siraj

In Attendance

Mrs H Tones, (Minute Clerk)
Mrs J Carr, Vice Principal
Mrs H Cuthill, Director of HR
Mr A Hewitt, Vice Principal
Mrs C Lally, Bursar
Mr D Wadsworth, Associate Principal

The meeting commenced at 6:02pm.

It was noted that Mrs C Potterton, Director of Finance had informed the Chair that Mrs C Lally would be attending future Full GB meetings on her behalf.

2680. APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST AND DELEGATION OF VOTING RIGHTS

- (a) Apologies had been received from Mrs C Cooper-Smith (consent)
- (b) Mrs C Cooper-Smith had delegated her voting rights to Mrs A Poppleton.
- (c) Ms A Horsfall-Jones declared she was a Governor at Flockton First School

It was agreed the agenda item on the Principal's Performance Review would be taken at the end of the meeting.

2681. MATTERS FOR ANY OTHER BUSINESS

None.

2682. REPRESENTATION

No matters reported.

2683. APPROVAL OF THE MINUTES OF THE FULL GOVERNING BODY MEETING HELD ON 14 JANUARY 2016

The minutes of the Full GB meeting had been circulated prior.

RESOLVED: That the minutes of the Full Governing Body meeting held on 14th January 2016 be approved subject to the following amendments:

- (i) Amend 'Mr G David' to read 'Mr G Davis' on page 911 (minute 2672 (b) (i) refers)
- (ii) Amend minute 2674, page 912 to read 'ACTION: Mrs A Poppleton process circulate the suggested Principal's review process and appraisal form to the Principal'
(Unanimous)

2684. MATTERS ARISING

(a) MUGA (minute 2664 page 907 refers)

Mr B South had written to Mrs A Poppleton about MUGA provision at Shelley College.

(b) Principal's Report – Peer Review (minute 2666(a) d. page 908 refers)

The Peer review report had still not been received.

ACTION: Mrs A Poppleton to follow up with a request for the Peer review report.

(c) Governor Visits (minute 2672, page 911 refers)

Mrs A Poppleton requested that advance issue of college events to Governors be done which the Principal agreed to.

ACTION: The Principal to arrange for Governors to be emailed dates of future College events.

(d) PREVENT Training (minute 2672(a) refers)

ACTION: The Chair to talk to Mr N Siraj on this matter after the meeting.

2685. REVIEW OF COMMITTEES

Governors' responses regarding which committees they wished to sit on had been circulated prior to the meeting. The Chair reminded Governors that it had been agreed at the last Full GB meeting to reinstate committees meeting most probably once a term. Governors discussed. It was felt that the current school led Evaluation and Improvement meetings overlapped with the proposed Curriculum committee meetings.

Interest expressed in attendance on committees was as follows:



(a) Health & Safety

Mr G Davis
Mr B South
Mr N Wilson

(b) Finance (previously known as Resources and Communications)

Ms T Dunkerley
Mrs P Gillespie (if available for meeting date)
Ms A Horsfall-Jones
Mr B South
Mr N Wilson

(c) Evaluation and Improvement Board

Mrs A A Cooper
Mrs C Cooper-Smith
Mr G Davis
Ms T Dunkerley
Ms A Horsfall-Jones

- RESOLVED:**
- (i) **That a Governor was to chair the Evaluation and Improvement Board meetings at which Governors would be present. The Curriculum committee would not be re-instated as a result. (Unanimous)**
 - (iii) **That the Finance (previously known as Resources and Communications) committee would meet to review the proposed budget before the Full GB meeting that was to be held on 21st June. Date to be advised by the Chair of the committee. (Unanimous)**

It was noted that for the Evaluation and Committee Board Meetings College was to arrange agenda and minute clerking of these meetings. The next meeting was to be held on 5th May.

Mrs C Lally was co-opted onto the Finance committee. It was suggested that 2 meetings of the Finance committee be held each year.

2686. FINANCE UPDATE

Mrs C Lally spoke to Mrs C Potterton's written report and financial papers that had been circulated prior to the meeting. Copies of the Income & Expenditure and Balance Sheet were available in the meeting. Highlights included:

- (a) Cumulative year to date there was a £42k underspend against budget.
- (b) Surplus income of Pupil Premium - Mrs C Lally was meeting with Head of SEN to review spend.
- (c) Small surplus in staffing costs.
- (d) Premises - currently there was a £20k surplus for gas and electricity. This was being monitored and a virement might be requested in the future.
- (e) Educational Resources - exam fees and capitation budget were not in line with the profile expected. Mrs C Lally was working with the Exams Officer on this matter.
- (f) Pupil Premium Supplies & Services was currently showing a £9.8k surplus.

