

**SUMMARY OF THE MEETING OF THE LOCAL GOVERNING BODY
COLEHILL FIRST SCHOOL
On 20th June 2016,
6.00pm at the school**

MATTERS ARISING FROM PREVIOUS MEETING

MINUTE	ACTION	BY	UPDATE	STATUS
D	PO to write up '20 questions'; AT to host on Google – to wait until MGC attends next Chairs' meeting and feeds back	PO/ MGC	PO to share the report with governors MGC – nothing to report	Ongoing
D	Trust Equality Objectives on the agenda when finalised	LP	Still in draft form	Ongoing
D	Pupil Premium and Sports Funding information on website to be updated All governors to read Pupil Premium Plan on website before the next meeting	ALL	Read by everyone	Completed
I	Governors to ensure all visit reports are completed before the end of May	ALL	On the shared space	Completed
J	MGC/LP to ask Kevin Way for updated emergency numbers; LP to update the policy and put on next meeting agenda	MGC/ LP	Numbers updated but wording needs amending. Policy to go back on agenda when completed	Ongoing
R	Governors to consider vacant specialisms and chair's post	ALL	All posts filled	Completed
T	Governors to try and attend the learning walk and arrange class visits	ALL	28th June 2016	Completed
R	Governors Terms of Office to be reviewed	AT/LP/ MGC	Succession planning on agenda	Completed
U	MGC to confirm whether Budget Setting meeting on 7th June needs to take place	MGC	Not necessary	Completed

ACTION SUMMARY

MINUTE	ACTION	BY	DATE
D	PO to write up '20 questions'; AT to host on Google – to wait until MGC attends next Chairs' meeting and feeds back	MGC	ASAP
D	LP to add 'Equality Objectives' policy to agenda when finalised by the Trust	LP	When finalised by MAT
D	Clerk to refer to 'governors' in future minutes; MGC to advise Trustees of this	LP MGC	Immediate effect
I	LP to update co-opted governors terms of office	LP	Before end of term
I	MGC to email the unsuccessful vice-chair candidate to advise of the result;	MGC	As soon as possible
I	MGC to email JG re Nursery Trustee vacancy	MGC	Before 6 th July 2016
I	MGC/AT to arrange meeting and inform DT & JG MGC to clarify with Liz West	AT MGC	Before end of term
J	LP to update the policy as indicated and put on next meeting agenda MGC to check position with RB	LP MGC	8 TH November 2016 Before end of term

DECISIONS

MINUTE	DECISION
D	Minutes to refer to governors anonymously in future, as opposed to by their initials.
	xx
	xx
	xx

REFERRALS

MINUTE	REFERRAL	BY	TO
	xx	xx	xx
	xx	xx	xx
	xx	xx	xx

RESPONSES TO PREVIOUS REFERRALS

MINUTE	REFERRAL	BY	UPDATE	STATUS
	xx	xx		xx
	xx	xx		xx
	xx	xx		xx
	Xx	xx		xx

GOVERNOR DETAILS AND ATTENDANCE FOR CURRENT YEAR

NAME	DOA	TERM	29/09/15	17/11/15	19/01/16	01/03/16	10/05/16	20/06/16
Mike Guilmant-Cush	30/10/12	1 year	YES	YES	YES	YES	YES	YES
Julie Walter	18/03/15	1 year	APOLOGY	YES	YES	YES	APOLOGY	YES
David Tarring	01/09/12	1 year	YES	YES	YES	YES	YES	YES
Juliet Gould	12/11/12	1 year	YES	YES	YES	NO	YES	APOLOGY
Helen Hann	01/09/15	1 year	YES	YES	YES	YES	YES	NO
Katie Ramsden	25/04/16	1 year	YES	YES	YES	YES	YES	YES
Chris Minns	10/12/15	4 years	-----	Elected Dec 2015	YES	YES	YES	YES
Phil O'Connor	29/01/13	4 years	YES	YES	APOLOGY	YES	YES	APOLOGY
Leela Senior	01/03/16	1 year	-----	-----	-----	Appointed Mar 2016	YES	YES
Andrew Turrall (Head)	N/A	N/A	YES	YES	YES	YES	YES	YES
Helen Self	01/07/15	4 years	YES	YES	YES	YES	YES	YES
Ruth Everton	30/09/14	4 years	YES	YES	APOLOGY	APOLOGY	APOLOGY	YES
Hilary Moss	20/03/13	4 years	YES (7.36pm)	APOLOGY	RESIGNED	-----	-----	-----