



P+C Minutes – Extraordinary Full Governing Body (XFGB) meeting

Monday 27 April 2020 at 2pm (via zoom)

Start time: 2.05pm

Attendees:

Governors: Rachel Clements (RC) - Chair, Jackie Ferguson (JF), Joan Reading (JR), Gavin Morris (GM) and Lee Poultney (LP) - part

Clerk: Janet Ellis (JE)

Apologies:

Diana Franks (DF), Louise Nightingale (LN) and Hanene McPhail (HMCP) and accepted.

1. Apologies / Declaration of interests / Governor duties for this meeting
No interests were declared.

Dr Clements then informed the XFGB that unfortunately due to personal reasons Mrs Davies has resigned her position on the Governing Board, which took effect from 23 April 2020, she thanked Mrs Davies for her contribution to the FGB and stated that she would email the Board's thanks to Mrs Davies.

Actions

RC [Email to Mrs Davies](#) [w.c 27.4.20](#)

2. Approval of 'Alternative arrangements' for Governor meeting
Dr Clements outlined that the proposal was for the FGB to agree to holding any meetings via any suitable virtual platform, be it audio or video. The FGB agreed to using these arrangements both now and in the future.

3. Chairs Actions

Dr Clements informed the meeting that she had taken one action, which was to appoint Dr Reading as the third Chair for the school, in case both herself and Mrs Ferguson were not available.

4. Schools Financial Value Standard (SFVS)

Mrs Ferguson stated that the final draft of the SFVS had been sent to the FGB on Friday 24 April via the weekly update for their consideration. Mrs Ferguson explained that she was currently in the process of writing a concise Business Continuity plan, which was one of the actions identified by completing the SFVS. As the XFGB had no further queries or input on this document, it was agreed it could be submitted.

Actions

LP [Submit SFVS to county](#) [w.c 27.4.20](#)

5. Governance arrangements Summer Term 2020

Dr Clements reminded Governors that governance remained a statutory duty and needed to continue as before as far as possible; this included fulfilling link governor roles. She informed XFGB that she was in contact with Mr Poultney and had submitted a list of questions, which would be answered partly through the weekly Governors update and also through further FGB meetings which would be organised.

She stated that for the time being Quality Committee would not meet but any urgent business from this committee would be conducted via FGB; this was agreed. She explained that the plan was that the Finance & Premises committee would still convene virtually as the 2020/21 budget was a key priority for this committee to complete. Dr Clements asked the XFGB to agree to delegate approval of 2020/21 budget to Finance & Premises committee; this was unanimously agreed.

6. Pay Committee recommendations

See confidential minutes

7. AOB

Dr Clements informed the XFGB that Dr Browning (ex headteacher of the school) had requested sight of the confidential minutes of the FGB in order to complete a section of her National Professional Qualification for Executive Leadership; after considerable discussion, the XFGB decided it was not appropriate for these minutes to be released to Dr Browning due to their sensitive and confidential nature.

Actions

RC Write to Dr Browning and explain their decision

May 2020

Meeting closed 3pm