



**FULL GOVERNING BOARD MEETING  
Monday 24<sup>th</sup> September 2018 at 5.15pm**

**Enc 3**

**Minutes**

1	<p><b>Welcome and apologies &amp; attendance</b></p> <p><b>Present:</b> Ali Summers (Chair), Viv Evans (Vice Chair), Warren Dix, Richard Lycett (Headteacher), Emma Philpott-Watkin, Trish Follows &amp; Carolyn Trowbridge.  <b>Also in attendance :</b> Bron Powell – Clerk to Governors  <b>Apologies:</b> were received and accepted from Anna Klosowski, Catherine Phillips and Roy Williams.</p>
2	<p><b>a) Confidentiality</b> – Governors were reminded of the confidential nature of the meeting.</p>
3	<p><b>Membership of Governing Board and Instrument of Government (IOG)</b></p> <p><b>Co-opted Governor</b> - Term of office for Craig McKenzie had ended on the 8<sup>th</sup> September 2018, it was proposed by WD and seconded by CT that CM serve a further term of office as a Co-opted Governor at SMHS with immediate effect. Governors voted unanimously in favour of this.</p> <p><b>IOG</b> – it was felt that 12 members had worked well for the FGB. There is a move nationally towards smaller Boards. SMHS Governing Board is currently made up of the following:-</p> <p>2 x Parent Governors – WD &amp; EPW.  1 x Local Authority Governor – CT.  1 x Staff Governor – TF.  1 x Headteacher Governor – RL.  2 x Foundation Governors (Stafford Community Learning Trust) – RW &amp; Vacancy  7 x Co-opted Governors – AS, VE, AK, CP &amp; CM (there have been two long term vacancies).</p> <p><b>5.40pm CP arrived.</b></p> <p>It is proposed to reduce the number of Co-opted Governors from 7 to 5. It was agreed unanimously that the proposed reduced IOG was fit for purpose and is to come into effect as of the 1<sup>st</sup> November 2018.</p>
17	<p><b>Confidentiality</b> – no item to be placed on a confidential appendix.</p>
18	<p><b>Dates/times of next meetings – Next Full Governing Board meeting Monday 3<sup>rd</sup> December 2018 at 5.15pm</b></p> <p><b>The meeting ended at 5.42pm</b></p> <p>Signed: _____ Dated: 03/12/2018  Chair of Governors</p>