

MEETING OF THE FULL GOVERNING BODY

**To be held in the School in Room A3 (Languages Centre) & remotely via Zoom
at 8.00am on Friday 8th July 2022**

AGENDA

1. **Apologies for Absence**
2. **Declaration of Interests** – to declare any business interests or conflicts of interest additional to the Annual Register 2021-22, or the receipt of gifts or hospitality
3. **Minutes of the Full GB and AGM Meetings held on 25th March 2022** - to agree as a correct record (*attached x2*)
4. **Matters Arising** - to discuss any matters arising and not covered as a separate item
5. **Chairs' & Email Action** – to note items approved by the Chair of Governors, committee chairs or approved by whole GB by email since the last meeting (*if required*) and any other email correspondence:
 - 5.1. **Chairs' Action** – actions since last meeting (*attached*)
 - 5.2. **DfE & ESFA Letters** – to acknowledge receipt of required letters (*none since last meeting*)
 - 5.3. **School Management Accounts** - to acknowledge receipt of Financial Management Accounts, Balance Sheet and Cashflow Forecasts for February to May 2022 (*Not included in agenda pack, all above received by email previously*)
6. **Governing Body Matters** –
 - 6.1 **GB Membership** - to review current membership including terms of office & committee membership (*attached x2*)
 - 6.2 **GB Structure** – to approve new academy trust Articles of Association (*attached*)
 - 6.3 **GB Meeting Dates 2022-23** – to approve proposed meeting dates (*attached*)
 - 6.4 **MATs** – to receive information on Government White Paper (*attached x4*)
7. **Headteacher's Report to Governors** – to receive Headteacher's Report and verbal update to include: current schooling, COVID Catch-up Funding, and Staff & Student Wellbeing (*attached*)
8. **Finance Matters** – to receive verbal update and approve the School Budget for 2022-23 and 3-Year Financial Forecast (*attached*)
9. **Capital Development & SSEF Project** – to receive verbal update
10. **Audit Actions** – to receive Juniper Cyber Security Audit Report (*attached*)
11. **GDPR** – to receive ECC Information Governance Service Annual Report (*attached*)
12. **School Development Plan** – to receive and discuss Final Review of SDP 2021-22, SLT planning document for SDP 2022-23 and the draft School Strategic Plan 2022-26 (*attached x3*)

PTO

Chelmsford County High School for Girls

- 13 **Risk Register & School Contract List** - to review and approve Full GB section of the Risk Register (*attached*) and review details of School supplier contracts over £10,000 (*attached*)
- 14 **School Activities - Residential Visits and Overseas Trips** - to approve (*attached*)
- 15 **Governor Reports:**
 - 15.1 **Governors Visits** - to receive reports of Governor visits taken since the last meeting (*attached x2*)
 - 15.2 **Governor Training** - to receive reports on any training undertaken, and discuss any plans or opportunities for training from Training Link Governor
 - 15.3 **Safeguarding** - to receive verbal report from Safeguarding Governor
 - 15.4 **Parents' Association Matters** - to receive a verbal report on PA activities from the Deputy Headteacher
 - 15.5 **Better Buildings Committee** - to receive verbal report from Governing Body Governor representative (*attached*)
- 16 **GB Sub-Committees** - to approve the minutes of the following sub-committee meetings and receive verbal reports from all sub-committee chairs:
 - 16.1 Management Committee - 17th June 2022 (*attached*)
 - 16.2 Facilities & Finance Committee - 27th April (*attached*) & 22nd June 2022 (*if available*)
 - 16.3 Curriculum Committee - 11th May 2022 (*attached*)
 - 16.4 Staff & Student Matters Committee - 15th March (*attached*)
- 17 **Any Other Urgent Business** (to be agreed with the Chair beforehand)
- 18 **Date of Next Meeting** - to agree as 8.15am on Friday 14th October 2022