

MEETING OF THE FULL GOVERNING BODY
At 8.15am on Friday 12th July 2019 in Room M2 (Music Block)

AGENDA

The meeting will commence with a welcome to new Parent Governors, Andrew Bonwick and Jenny Fowle, and a farewell to past Governor, Lee Palmer.

- 8.15am **1. Apologies for Absence**
- 2. Declaration of Business Interests**
- 9.00am **3. SSEF Project & Campus Development** – to receive information (*attached x4*).
A representative from the PCH Project Managers will be in attendance for this item.
- 8.20am **4. Minutes of the Previous Meeting held on 29th March 2019** - to agree as a correct record
(*attached*)
- 5. Matters Arising**
- 8.30am **6. Chair's & Email Action** – to note items approved by the Chair or approved by GB by email since the last meeting (*if required*) and any other email correspondence:
- 6.1.** Chair's Action - Year 10 Student Admissions Increase
- 6.2.** DfE & ESFA Letters – (1) DfE - Lord Agnew dated 30 April 2019 re academy audits & board governance and (2) ESFA – Eileen Milner dated 15 March 2019 re Financial Returns Requirements (Dear Accounting Officer letter) (*Received previously*)
- 8.35am **7. Governing Body Matters –**
- 7.1.** To review current governor membership including vacancies and terms of office
(*attached*)
- 7.2.** To ratify the result of the election for Chair and Vice Chair of Governors for 2019-20
- 8.45am **8. Headteacher's Report to Governors** – to receive the Headteacher's Report to Governors
(*attached*)
- 9.10am **9. Financial Matters –**
- 9.1 - School Budget** – to approve the School Budget for 2019-20 (*attached*)
- 9.2 - Budget Deficit** – to receive information (*attached*)
- 9.25am **10. Management Accounts** – to acknowledge receipt of and discuss Management Accounts for sent by email since the last meeting, sent 22 March, 10 May & 28 June 2019
(*Received previously*)
- 9.35am **11. GDPR** – to receive verbal update
- 9.45am **12. CCHS Risk Register** – to review Full GB section of Risk Register (*attached*)
- 9.50am **13. Date Approval -**
- 13.1 -** To approve the GB meeting dates for academic year 2019-20 (*attached*)
- 13.2 -** To approve the School term dates for academic year 2020-21 (*attached*)

PTO

- 9.55am **14. GB Sub-Committees** – to approve the minutes of the following sub-committee meetings and receive verbal reports from sub-committee chairs:
- 14.1** Staff & Student Matters Committee – 20th March 2019 (*attached*) and 3rd July 2019 (*to be sent electronically before meeting, if available*)
 - 14.2** Facilities & Finance Committee – 1st May (*attached*) and 26th June 2019 (*to be sent electronically before meeting if available*)
 - 14.3** Curriculum Committee – 22nd May 2019 (*attached*)
 - 14.4** Management Committee – 14th June 2019 (*attached*)
- 10.15am **15. School Activities - Residential Visits and One Day Overseas Trips** - to receive an update on changes to previously-approved and newly proposed visits (*attached*)
- 10.20am **16. Governor Reports:**
- 16.1** **Governors' Visits** - to receive report(s) on visits taken since the last meeting: Duncan Stevens, 1st May 2019 & Yvonne Wickers 14th June 2019 (*attached x2*)
 - 16.2** **Governor Training** – to receive reports on any training undertaken, and discuss any plans or opportunities for training
 - 16.3** **Safeguarding** – to receive report from Safeguarding Governor (*attached*)
 - 16.4** **Parents' Association Matters** - to receive report on PA activities from Governing Body representative (*attached*)
 - 16.5** **Better Buildings Committee** – to receive verbal report from Governing Body representative
- 10.45am **17. Additional Information** – to receive questions on:
- 17.1** **School Development Plan 2018-19 – Final Review** (*attached*)
 - 17.2** **School Development Plan 2019-20 - Summary** (*attached*)
- 10.55am **18. Any Other Urgent Business** (to be agreed with the Chair beforehand)
- 11.00am **19. Date of Next Meeting** – to agree the next Full GB meeting as 8.15am on Friday 18th October 2019

The meeting will close with a formal farewell to Nicole Chapman, Headteacher, on the occasion of her retirement from the School.