

Chelmsford County High School for Girls

**Notice of a meeting of the Management Committee to be held
in the Headteacher's Office & by Teams on Monday 4th December 2023,
immediately following the CCHS Cap Dev Ltd meeting starting at 4.00pm**

AGENDA

1. **Apologies for Absence**
2. **Declaration of Interests** – to declare any business interests or conflicts of interest additional to the Annual Register, or the receipt of gifts or hospitality
3. **Minutes of the Last Meeting** - to approve the minutes of the meeting held on 29th September 2023 (*attached*)
4. **Matters Arising** – to discuss any matters arising and not covered as a separate item below
5. **Chair's Action** – to report any actions/approvals taken since the last meeting (*attached*)
6. **Company Accounts for the year ending 31st August 2023**
 - 6.1 - To approve CCHS Consolidated Annual Report & Financial Statements (*attached*)
 - 6.2 - To receive auditor's Management Letter and Letters of Representation (*attached x2*)
 - 6.3 - To receive auditor's Audit & Regularity Findings Report
 - 6.4 - To receive CCHS Capital Development Ltd Annual Report & Financial Statements and approve statutory guarantee(*attached*)
7. **Data** - to receive data on:
 - 7.1 - Year 7 CAT analysis & entrance test/CAT comparison data (*attached*)
 - 7.2 - GCSE TAG analysis & CEM/CAT/Midways data (*attached*)
 - 7.3 - TA1 performance data for Years 11 & 13 (*attached x2*)
 - 7.4 - IDSR (*attached*)
8. **Financial Update & Campus Development** – to receive verbal update
9. **Term Dates** – to approve School term dates for 2024-25 (*attached*)
10. **Governors' Conference – Saturday 27th January 2024** – to discuss (*attached x2*)
11. **Governing Body Matters:**
 - 11.1 – To review GB terms of office and sub-committee membership (*attached x2*)
 - 11.2 - To discuss Academy structure change
12. **GDPR** – to receive verbal update
13. **Parental Feedback** – to receive a verbal update on parental interaction received by the School since the last meeting
14. **Any Other Business**
15. **Next Meeting** - to agree as 8.00am on Friday 8th March 2024

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Part B - Confidential Items

(The documents for Items 16 & 17 will not be put on the Portal but will be sent separately by email)

16. **Leadership Pay Scale** – to note the CCHS Leadership Pay Scale 2023 (*attached*), approved at the previous meeting
17. **SLT Performance Review 2022-23** – to receive SLT performance management reviews and Headteacher's progression recommendations (*attached x5*)