

## **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 Tuesday 3<sup>rd</sup> December 2024,  
immediately following the CCHS Cap Dev Ltd meeting starting at 8.00am**

### **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 27<sup>th</sup> September 2024 (*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 2024 -**
  - 6.1 - To approve CCHS Consolidated Annual Report & Financial Statements (*attached*)
  - 6.2 - To receive auditor's Management Letter and Letters of Representation (*attached x3*)
  - 6.3 - To receive auditor's Audit & Regularity Findings Report (*attached*)
  - 6.4 - To receive CCHS Capital Development Ltd Annual Report & Financial Statements and approve statutory guarantee (*attached*)
  - 6.5 - To receive auditor's presentation summary of accounts for information (*attached*)
7. **Financial Update & Campus Development** – to receive verbal update
8. **Data** - to receive data on:
  - 8.1 - Year 7 CAT analysis & entrance test/CAT comparison data (*attached*)
  - 8.2 - GCSE TAG analysis & CEM/CAT/Midyis data (*attached*)
  - 8.3 - TA1 performance data for Years 11 & 13 (*attached x2*)
  - 8.4 - IDSR – to receive update
9. **Reform proposal to address financial issues** – to receive paper (*to follow*)
10. **Pay Policy** – to approve new Juniper revision (*attached*)
11. **Trustees Conference - Saturday 25<sup>th</sup> January 2025** – to discuss
12. **Academy Board Matters:**
  - 12.1 – To review Trustee terms of office and sub-committee membership (*attached x2*)
  - 12.2 – To receive update on Parent Trustee election
13. **GDPR** – to receive verbal update
14. **Parental Feedback** – to receive a verbal update on parental interaction received by the School since the last meeting
15. **Any Other Business**
16. **Next Meeting** - to agree as 8.00am on Friday 7<sup>th</sup> March 2025

**PTO**

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### **Part B - Confidential Items**

(The documents for Items 17 & 18 will not be put on the Portal but will be sent **separately by email**)

17. **Leadership Pay Scale** - to note the CCHS Leadership Pay Scale 2024 (*attached*), approved in principle at the last meeting
18. **SLT Performance Review 2023-24** - to receive SLT performance management reviews and Headteacher's progression recommendations (*attached x5*)