

Charlton Kings Junior School
Full Governing Body Meeting (AGM) Minutes
Wednesday 27th February 2019 at 7.00pm



Present		Also present	
Caroline Parker (Chair)	CP	Kate Shepherd (Clerk)	KS
Lee Pajak	LP	Gavin Roberts (prospective)	GR
Lesley Crompton (late)	LC	Reece Nineham (prospective)	RN
Peter Williams	PW		
Sue Selwood	SS	Apologies	
Russell Grimshaw	RG	Lisa Plumpton	LJP
Alasdair Mundy	AM		
Sheena Habben	SH	Absent	
Andrew Lackey	AL	Ian Davidson	ID
Mark Hawkins	MH		
Christopher Hunter	CH		
Nick Jukes	NJ		

1	Chair's welcome and introduction to the business of the meeting	Action
	<p>CP welcomed all to the meeting.</p> <p>CP welcomed GR and RN as prospective new governors for the school.</p>	
2	Apologies for absence	Action
	<p>Apologies had been received from LJP and were accepted by all governors present.</p> <p>Apologies had not been received from ID – noted as absent from the meeting.</p>	
3	Declarations of Interests	Action
	There were no interests declared in respect of the agenda items.	
4	Minutes of the previous meeting (AGM) – 20th February 2018	Action
	<p>The minutes were agreed by all present as a true and accurate representation of the previous AGM meeting.</p> <p>CP signed a copy of the minutes for the file.</p>	
5	Chair's report	Action
	<p>CP indicated that she had not completed a formal report for the meeting.</p> <p>CP thanked all governors for their ongoing support of the school. Governors noted the following items of importance for the school over the previous year –</p> <ul style="list-style-type: none"> The school had received a successful Ofsted inspection 	

	<ul style="list-style-type: none"> LP had supported another local school as Executive Headteacher for terms 1 and 2 of 2018/19 and CKJS had been successfully managed by SS during this secondment The school had achieved very pleasing SATs results in July 2018 The school has been rated 5th in the Good Schools Guide The school have celebrated their 50th anniversary Links with Balcarras and CKIS have developed significantly New learning pods have been installed as additional learning spaces A new building is being considered at a cost of around £230k – viability of this will be dependent on the costs of the pool repairs The school continues to be oversubscribed in most year groups – currently spaces in Year 3 	
6	Auditor report	Action
	<p>Governors noted that the audit meeting with Hazlewoods had gone well and all was satisfactory with the school finances.</p> <p>PW indicated that the school finances need to be seen by governors on a more regular basis. A sign-off template has been provided by Hazlewoods and PW is considering this in conjunction with the SBM.</p> <p>PW suggested that Hazlewoods be used for the audit again in September 2019 but that it may be worth the governing body considering an alternative company for the future.</p>	
7	Governing Body resignations and appointments	Action
	<p>Governors noted that Andrew Shields had resigned as the Responsible Officer for the school after a number of years.</p> <p>NJ had been elected during the previous year as the new staff governor.</p>	
8	Agree the date and time of the next AGM	Action
	<p>It was agreed that the AGM would be arranged for around the same time of year in 2020.</p>	
	<p>The meeting closed at 7.15pm.</p>	

Signed by Chair of the committee:

Date: