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| **Present**  **In attendance** | N Willbourn (Chair of Management Committee), M Woolston (Head Teacher), A Woodhouse, D Alphonso, K Marlborough, C Norwood, O Kelham, C Hood, M Moaby, M Blanning  E Bradshaw (Alternative Learning Trust), D Ward (Alternative Learning Trust), N Bennett (Alternative Learning Trust) |  |
| **1** | **Welcome & Apologies for Absence** |  |
|  | 1. Apologies had been received and accepted from C Jackson. 2. The meeting was deemed quorate. |  |
| **2** | **Declaration of Business Interests** |  |
|  | 1. No business interests were declared against items on the agenda. |  |
| **3** | **Governing Body Matters** |  |
|  | 1. Motions made, seconded and carried to reappoint the Chair and Vice Chair of the Management Committee. 2. Members informed that C Jackson intends to stand down from the committee due to work commitments. 3. Members noted the following vacancies on the management committee:    * 1 co-opted governor, 1 parent governor. 4. K Marlborough to approach head teachers in Leigh Academies Trust to fill governor vacancy. **Action: KM** 5. M Moaby to explore option of obtaining a clerk from associate’s clerking service for remainder of academic year. **Action: MM** | **KM**  **MM** |
| **4** | **Any Other Business** |  |
|  | 1. There had been no items of urgent business put forward for discussion. |  |
| **5** | **RSC Update** |  |
|  | 1. N Willbourn informed members that there would be a meeting on 11 October 2019 between N Willbourn, M Woolston, the Regional Schools Commissioner and Local Authority to establish a timeline for the formal process of conversion to an academy. |  |
| **6** | **Buildings Update** |  |
|  | 1. Members agreed that the new modular building provided a fantastic communal space for the school. |  |
| **7** | **General Data Protection Regulation** |  |
|  | 1. There had been no GDPR issues to report. |  |
| **8** | **Head Teacher Report** |  |
|  | 1. Members had received the Head Teacher’s Report 2. The following items wire highlighted:    * O Kelham to check updated Safeguarding Policy. **Action: OK**    * Members had no objections to HT adding details to section 128.    * Police will not attend the school for children or staff being hit.    * The school was told that a student carrying a knife was a school issue. After two weeks of pursuing this, the police have changed their response.    * HT outlined risk mitigation in response to students being involved in incidents involving knives. | **OK** |
| **9** | **Finance** |  |
|  | 1. M Blanning informed members that, as a result of clarifications from KCC sought by the HT, and following staff departures, fears about the budget following the shrink of the PRU are a historical matter. Even incorporating cuts, the medium term budget is in good shape running at break even. 2. The committee agreed the transfer of £50,000 to finish off the fabric of the building, subject to normal processes of procurement. 3. The committee confirmed we will continue to abide by the new STPCD. 4. The committee agreed to adopt KCC’s new 2019 Pay Policy at next meeting and use for all future decisions. |  |
| **10** | **Health and Safety** |  |
|  | 1. There had been no health and safety issues to report. |  |
| **11** | **Safeguarding and E-Safety** |  |
|  | 1. There were currently nine open cases with Social Services. |  |
| **12** | **Policy Review** |  |
|  | 1. 10 policies need updating in the next month. They will be worked through in priority order. |  |
| **13** | **Members Monitoring Visits** |  |
|  | 1. O Kelham to visit to monitor safeguarding. 2. M Blanning to visit to monitor destinations. |  |
| **14** | **Member Training** |  |
|  | 1. N Willbourn has completed safer recruitment training. 2. Members confirmed they have read the latest KCSIE. |  |
| **15** | **Minutes of the Previous Meeting dated** |  |
|  | 1. The minutes of the previous meeting had been agreed by members and were duly signed by CMC. |  |
| **16** | **Confidential items** |  |
|  | 1. One item was deemed confidential and Minuted in Part II – Confidential Items:    * Meeting with Alternative Learning Trust |  |
| **17** | **Pay Committee** |  |
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Meeting closed at 6.20pm

Signed by CMC: ……………………………………………………………

Dated: