



## LOCAL GOVERNING BODY MEETING (LGB)

### Minutes of the Local Governing Body (LGB) Meeting as follows:-

**Date:** Thursday 24 October 2019

**Time:** 6pm

**Venue:** Compass, Trafalgar School, London Rd, Portsmouth  
PO2 9RJ

**Present:** Joanne Bennett, Chair and Directors appointee  
Claire Copeland, Headteacher  
Tracy Kyle, Parent Governor  
Luan Meades, Parent Governor  
Stacey Ryan, Staff Governor  
Stephen Sheehan, Co-opted Governor  
Richard Barlow, Co-opted Governor

**Also in attendance:**

Philip Bentley, PCC – potential Governor  
Claire Haque, PCC - potential Governor  
Gemma Pearse, Deputy Headteacher  
Annika Ghose, Assistant Headteacher  
Alice Raeburn, Assistant Headteacher  
Mark Cathie, Assistant Headteacher  
Lucy Clark, Acting Assistant Headteacher  
Louise Lake, Clerk  
Amanda Collis, Headteacher's PA

**1. Strategic Session: GLF Presentation – ALNS Governing Body and SLT joined the meeting for this item.**

- 1.1 The Salterns Trust Executive Head, Steve Labeledz, welcomed Russell Bennett – Education Director, and Jon Chaloner – CEO. A Presentation was delivered by the aforementioned with regards to the opportunity/possibility of a GLF partnership.

**1. Chair’s welcome and introduction**

- 1.1 The Chair welcomed governors to the meeting of the LGB and confirmed that the meeting was quorate.

**2. Apologies for absence**

- 2.1 No apologies received.

**3. Administration**

- 3.1 Governors declared there were no changes to the register of declarations of interest.
- 3.2 Terms of office and membership: The LGB noted that there were two potential governors, Phillip Bentley and Claire Haque, who had made declarations of interest to become Governors. The Chair confirmed that they were still interested in being appointed and a vote would be held at the next meeting.

**ACTION: Chair to hold a vote at the next meeting.**

**4. Minutes of the LGB meeting held on 12 September 2019**

- 4.1 The LGB deferred consideration of the previous minutes to the next meeting.

**5. Matters arising from the meeting held on 12 September 2019, 11 July 2019**

- 5.1 The LGB noted the actions arising from the previous two meetings and the subsequent updates.

5.2 Item 8 - The Chair has sent a letter to Alex Gordon thanking him for his service and also to Sue Broad, who retired after over 40 years of service and thanked on behalf of the school and Governors.

**6. GLF presentation – questions and discussion - Russell Bennett (RB), Education Director, joined the meeting**

6.1 The Chair thanked Russell and Jon for their presentation and gave members of the LGB the opportunity to ask questions of Russell Bennett.

**7. Any other business including agenda items for the next meeting**

7.1 The Roles of the Governors were confirmed as follows:-

<b>Name</b>	<b>Role</b>
Joanne Bennett	Chair - Leadership and management
	HR
Philip Bentley*	Health and Safety
	HR
Yvonne Barber	Disadvantaged
	High ability
	Special focus on history
	Governor mentor to PB
Richard Barlow	Positive destinations
Claire Haque*	Safeguarding and Looked after children
Tracy Kyle	SEND
Luan Meades	Finance
Stacey Ryan	Student Voice
Stephen Sheehan	Vice Chair - Outcomes
	Teaching and Learning

	Special focus on Maths
	Governor mentor for CH

\*subject to confirmation of appointment

- 7.2 1 appointment left to fill on Governing Body. Bruce has written to Portsmouth to say that he would like to propose himself for the role of Governor and has a Business background. Specialist area if successful would therefore be Business Projects. If anyone knows of someone with expertise in this area, please approach and raise opportunity.
- 7.3 The Chair to pass DBS form to Claire at the meeting with GPE.
- 7.4 School event - Certificate Evening on Thursday 14<sup>th</sup> November, at 6.00pm. Steve Sheehan and Yvonne Barber to attend and represent Governing Body.

#### 8. Date and time of next LGB meeting:

Thursday 21<sup>st</sup> November 2019, at 6.00pm, at Trafalgar School. Steve Sheehan to Chair, in place of Chair of Governors who has given apologies.

#### Summary of Actions:

Agenda Item	Action	Responsible
3.2 Administration	<b>ACTION: Hold a vote for new governors at next meeting</b>	Chair
7.1 AOB	<b>ACTION: JB,CH and GPE to meet - safeguarding handover</b>	Chair

*There being no further business, the meeting closed at 8.00pm*

**Signed:**

**Chair**.....**dated:**.....