

Hovingham & St Hilda's Church of England School
 Joint Governors' Meeting
 Thursday 15th January 2015

Item	Minute	Action
	<p>Present – Those signing the register of attendance.</p> <p><u>Joint</u></p> <p>Maureen Skinner – Head Teacher Heather Leggett – Clerk to both Governors</p> <p>Hovingham</p> <p>Mark Wilson (Foundation) Chairman Stephen Croft (Parent) Vice Chair Martyn Boothroyd (Foundation) Richard Orange-Bromehead (LA) Rachel Prest (Community) David Williams (Community) Victoria Forrester (Parent)</p> <p>St Hilda's</p> <p>Jane Holloway (Community) Rosalind Garnish (LA) Lyn Lealman (Staff) Heather Howden (Parent) Howard Galtrey (Parent) Sue Bond (Foundation) Peter Allen (Community)</p>	
	<p>The meeting was opened by a prayer led by Sue Bond.</p>	
15/J/1	<p><u>Apologies</u> Apologies were received and accepted from Freda Shaw, Mark Blades and Jayne Conacher.</p>	
15/J/2	<p><u>Absences</u> Julie Caddy</p>	
15/J/3	<p><u>Confidentiality & Declarations of Interest</u> None.</p>	
15/J/4	<p><u>Notification of AOB</u> No</p>	
15/J/5	<p><u>Minutes of the last meeting – 11.12.14</u> The Confidential minutes of the last meeting held on 11th December 2014, were read out by MW. Prop MB Sec. JH - Accepted</p>	
15/J/6	<p><u>Matters Arising</u></p> <ul style="list-style-type: none"> • Formal notification of MS retirement will be going out to parents on 16th Jan. • Following the last meeting JH & mw have completed the Head Teacher Needs Analysis. 	
15/J/7	<p><u>Feedback from public consultation</u> The public consultation period ended with 2 public meetings. At Hovingham nobody attended, and at St Hilda's 1 parent attended, whose main concern was the reduction of Parent Governors on the new body, to only 1 from each school. SC confirmed that this had been previously discussed, but that new Government regulations limit us to 1 per School, However, additional parents might become Co-opted Governors if they have the skills required by the</p>	

	<p>Governing Body. One written response wanted assurance that the new Governing Body would be balanced with regard to numbers from both schools. MW has responded that this has been discussed and is the intention.</p>	
	<p>The 2 Governing Bodies split, to discuss separately their final decision.</p>	
15/J/8	<p><u>Hovingham - Final decision on Federation proposal.</u> SC stated that the lack of response from parents and the community should be seen as positive, and that all questions were answered, and assurances met. SC proposed that the governors should enter into a full federation with St Hilda's from 1st April 2015 sec. VF – agreed unanimously.</p> <p><u>St Hilda's – Final decision on Federation proposal</u> One Governor expressed concern that full federation would limit the capacity for each school to maintain its independence. Concern was expressed about the different budgetary demands of the two school buildings, and that Mrs Skinner's retirement could result in the co-operative working of the schools being damaged. MS assured those present that the two schools would remain independent, that the building costs for each were similar, and that each school would continue to have its own budget set according to the local authority/ national formula. MS is not indispensable and continuing and developing working together will be a requirement of the new head. JH proposed that the governors should enter into a full federation with Hovingham from 1st April 2015. Sec RG . Majority decision in favour of federation.</p>	
15/J/9	<p><u>Next steps – Working Party</u></p> <ul style="list-style-type: none"> • New Instrument of Governance required for the new Federation. This will need to be agreed at the next full Governor meeting on 27th Jan. This also needs to be approved by both parishes, the Diocese and finally by the Local Authority. SC has produced a draft based on a model provided by Governor Support, which was circulated to all present. • Each PCC can put a name forward for the position of Foundation Governor, for approval by the Diocese. • Letters need to go to parents, staff and professional bodies, and the Secretary of State. Parish noticeboards should also be included. • Can all Governors let HL know by e-mail (by Friday 23rd Jan) of their wish to continue or not onto the new GB. • Are their age restrictions on Governors being appointed? Working Party to check. • HL to start process for election of Parent Governors and Staff Governor. • What is the Trust Deed referenced in the Instrument of Governance? – This is the agreement between Hovingham Estate and the Local Authority, allowing the building to be used as a school. HH & HG advised that this document should be checked to ensure that the Federation agreement did not impact on the deed. • Co-opted Gov – What is the term of office? – 4 years. Associate members have a variable term of office for a specific purpose. • Working Party Meeting (MW, JH, SC, VF, FS, JC, MS & HL)– Date of meeting. Thu 22nd Jan 7.00pm at St Hilda's. 	<p>WP HL WP</p>
15/J/10	<p><u>Date of Next Meeting</u> Full Governors Meeting Tuesday 27th January at St Hilda's</p>	