

Beenham Primary School, Extraordinary Full Governing Body meeting

11 March 2024 , 7pm

Held Remotely via Teams

Minutes

Present	• James Tobin (JT) - Chair of Governors, Finance governor, IT link governor • Zoe Voisey (ZV) – Headteacher • Vicky Thirkell (VT) – Vice Chair of Governors, SEND governor, well-being governor • Padraig O’Hannelly (POH) – Safeguarding governor • Sophie McBean (SM) • Stephen Wallace (SW) • Graham Carr (GC) • Jon Hewitt (JH) - Art & Design governor
Apologies	
Absent	
In Attendance	• Emma Smith (ES) -Clerk • Bev Sharp (BS) -School Business Manager

The meeting started at 7.03pm

Item no		
1	<u>Apologies for Absence</u> None	Chair
2	<u>Declaration of Any Other Business</u> None	
3	<u>Declaration of Interests</u> None	Chair
	It was noted that due to the short notice of this extraordinary meeting, the approval of the minutes of the last meeting will be for the next meeting on 19 March 2024.	
4	<u>Proposed Staffing Structure for Summer Term 2024 - for Approval</u> See “Doc 1 Proposed Structure - April 2024” And “Doc 2 School Structure Proposal - April 2024” And Doc 3 Appendix 1 Part II (confidential) (distributed in emails ahead of the meeting) NB This proposal is for the Summer Term 2024 only. JT noted that there had been an informal discussion meeting on last week which some governors were able to attend and there may be some further considerations following those discussions.	Chair

	Governors discussed when and how any changes would best be communicated to both staff and parents, and the support governors might offer SM/ VT. [VT and POH joined the meeting at 7.10pm (technical difficulties)] See Part II (Confidential) minutes SM confirmed that she and SW would be drawing up an appropriate communication. The proposal of the proposed staffing structure ” Doc 1 Proposed Structure - April 2024” was approved by the FGB at this meeting.	
5	<u>AOB</u> i) GC asked whether the anonymous donation was a regular occurrence. BS confirmed this was rare . GC asked if there was any conflict of interest. ZV confirmed the donation had been anonymous and therefore there was no conflict.	
6	<u>DONM</u>: 19 March 2024, 7pm (remote) Scheduled: 23 April 2024, 17th July 2024 - in school	

JT thanked governors for attending this meeting at short notice.

The meeting ended at 7.20pm

List of Actions from the Meeting: **None**