

**COTHAM SCHOOL**  
**Meeting of the Academy Governing Body**  
**Friday 5 December 2014**  
**MINUTES OF MEETING**

|   |   |  |
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| <b>Governors Present:</b>                                   |   |  |
| Dora Alderson, CG   | Jeremy Krause, LAG  | Sandra Fryer, CG   |
| Jim Bowyer, PG (Chair)                                      | Malcolm Willis, Headteacher   | Claire Grocott, PG   |
| David Brockington, PG                                       | David Winter, PG  | Lesley Spring, PG  |
| Andrew Ellis, SG  | David Yorath CG   |  |
| <b>In Attendance</b> (non-voting)<br>Leanne Sowersby, Clerk | <b>Apologies</b><br>Sujitha Subramanian, PG<br>Ed Carpenter, SG<br>Jo Feather CG<br>Caroline Francis, SG<br>Helen Gordon PG<br>Mel Sperring, Business Manager | Governors in Post: 17/20<br>Quorum = 6 (1/3 rounded up)<br>AM = Associate Member<br>CG = Community Governor<br>PG = Parent Governor<br>SG = Staff Governor<br>SMT = Senior Management Team |

| Item | Minutes of Meeting  |
|------|---|
| 1.   | <p><b>Proposal to fund new classrooms</b></p> <p>School needs to agree to make the bid to the Education Funding Agency for a school improvement and growth project to provide four new classrooms and new changing facilities for the dance studio. It will cost around £800,000.</p> <p>The bid needs to be made by 19 December.</p> <p>SF asked Governors to agree to make the bid and to accept the recommendation of a 80% grant and 20% school contribution, and to delegate to the Chair to check with the business manager the rationale for this % split which is different to that originally discussed at the Finance, Property and General Purpose Committee.</p> <p>It was noted that the discussion at FPGP, which did not have all the available costings, was that we should bid for 50% as grant and 50% as a loan.</p> <p>Some concern that the recommendation being presented is not from FPGP and differs to what was discussed there but were advised that this was an update in the light of a fresh survey the new analysis of the floor area of the school, based on the latest school area analysis, through BB103, shows a shortage of floor area for the school which gives us a stronger case for the bid from the growth fund.</p> <p>There was discussion around the costs of the various loan options.</p> <p>MW advised that he had recently been questioned by auditors about the large level of reserves and assured them that the school was developing a programme of expenditure that could include ICT investment, an all all-weather pitch on the main site and improvements at Stoke Lodge</p> <p>There followed a series of questions and answers around the best way to approach this application SF recommended that FGB approve Recommendation 1 - that the school apply for 80% of the project cost as a grant and fund the remaining amount from the reserves.</p> |

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|    | <p><b>Recommendation 1 approved</b> - subject to SF &amp; MW checking with MS to clarify why the 80% grant:20% school funds bid now. SF will e-mail about this.</p> <p>Recommendation 2 that the school fund the total development project at cost of about £800k from reserves was not agreed. The FGB agreed that this should be considered again once the outcome of the bid was known</p>  |
| 2. | <p><b>Headteacher Appointment</b></p> <p>JB gave an update on the recruitment process.</p> <p>After the first day of tasks and assessments two out of the four candidates were taken forward to final day interviews.</p> <p>The Governors taking part felt that Jo Butler was the best candidate. She has been verbally offered, and has accepted, the post, subject to ratification by the FGB and usual employment checks.</p> <p>DY wanted to thank JB, SF and CG for their work on this.</p> <p>JB thanked Andrew for his work on the Middle Leaders session.</p> <p>JB gave some background on Jo.</p> <p>The Governing Body formally thanked Leanne Sowersby and all staff for their effort and involvement in the process.</p> |

**Meeting closed at 19:05**

**Next Meeting 10 December 2014 – AGM 6.30 p.m**

**Signed**

**Date**