

DECOY COMMUNITY PRIMARY SCHOOL BOARD OF GOVERNORS

COMMITTEE

**Extraordinary
Full Governing Body**

DATE

13 December 2021

GOVERNOR ATTENDANCE

	Type	End of Term	11/10/2021	06/12/2021	13/12/2021	31/01/2022	28/03/2022	16/05/2022	11/07/2022	Date Resigned
HEATHER POUSTIE	Headteacher	Ex-officio	P	P	S					
PAUL EVMY	LA	14/10/2022	P	P	P					
SIMON BARNES	Co-opted	14/10/2022	P	P	P					
OLIVER LAITY	Co-opted	22/03/2024	P	P	S					
SANDRA CARTWRIGHT	Co-opted	10/10/2025	P	P	P					
CRAIG VEAL	Staff	08/12/2023	S	P	P					
GILL QUANTRELL	Co-opted	08/12/2023	P	P	P					
RUTH DENNIS	Co-opted	04/10/2024	P	P	P					
KATE EAMES	Co-opted	04/10/2024	P	P	P					
VACANT	Co-opted									
RUTH SHOARE	Parent	06/12/2024	P	P	P					
ANDREW MCKENZIE	Parent	23/09/2025	P	P	P					
VACANT	Parent									

VACANT	Parent								
VACANT	Parent								
KEITH MOORE	Parent	13/10/2023							31/08/2021
PAUL REYNOLDS	Co-opted	10/12/2021							08/09/2021
CHRIS WINFIELD	Parent	05/10/2024							31/07/2021

P – Present

S – Sanctioned

A – Absent

L – Late arrival

In Attendance: None

Chaired by	Simon Barnes	Clerked by	Pete Osborne
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Agenda:

FGB 39/2122 Attendance and associated matter

FGB 40/2122 Declaration of interests

FGB 41/2122 Division of Agenda

FGB 42/2122 Urgent business brought forward at the discretion of the Chair

FGB 43/2122 Headteacher Recruitment

FGB 44/2122 Matters for the next agenda

FGB 45/2122 Date of next meeting

ACTIONS TO BE TAKEN

ITEM		BY WHOM	BY WHEN
43/2122	a. Notify Babcock that the school would use the Gold Package for the recruitment process b. Notify Steve Bone that the Board would like him to provide a brief [presentation on his MAT at the January 2022 FG Meeting	a. Simon Barnes b. Paul Every/Clerk	

		This was a virtual meeting using Zoom.	
FGB 40/2122	Declaration of interests. Governors were invited to declare any personal or prejudicial interests, including the nature and extent of such interests, they may have in any items to be considered at this meeting		None
FGB 41/2122	Division of Agenda	Consider whether the discussion of any item of business is likely to lead to the disclosure of exempt information (Part 2 Matters)	None
FGB 42/2122	Urgent business brought forward at the discretion of the Chair		None
FGB 43/2122	Headteacher Recruitment	<p>The meeting considered and agreed the following:</p> <p>g. Level of external support required for the process and providers. It was agreed that the Gold Package available from Babcock would be used</p> <p>h. Appropriate leadership model for the school and confirm that funding is in the Budget. There was a wide ranging discussion on various models for partnership working however it was agreed that the appointment process should not be delayed and that any research on partnerships should be continued in 2022 with representatives of MATs and Federations being invited to Future FGB Meetings.. Steve Bone is to be invited to the January 2022 FGB Meeting.. The Board will therefore seek to appoint a substantive Headteacher. It was confirmed that there are sufficient funds available for the post of the Headteacher.</p>	<p>Simon Barnes</p> <p>Clerk/Paul Evely</p>

		<p>i. Determine appropriate salary range. There was a discussion and it was agreed that the appointment would be on the same range as that for the current Headteacher. Simon Barnes is to confirm the salary range with Kay Dicken. After Note: Salary Range is confirmed as L15 – L21.</p> <p>j. Initial meeting with LA nominated adviser -Met with Helen Eversett on 6 December 2021.</p> <p>k. Agree dates for advertisement, shortlisting and interviews It was agreed that the timetable would be:</p> <ul style="list-style-type: none"> • Monday 3rd – Friday 7th January (or earlier): Governors to write person specification and school information pack to go to candidates and write the advert. • Monday 10th- Monday 24th January: Advert is released • Monday 24th – Friday 28th shortlisting, with meeting to make formal decision on 28th • Monday 31st January- Friday 4th February - make arrangements for interview days in school, finalise tasks and send information/welcome letter to LDP mailbox for candidates • Tuesday 15th and Wednesday 16th February: Interviews <p>l. Membership of the selection panel (names and addresses emailed to headship administrator) was agreed as and Simon Barnes will convene meetings as appropriate::</p> <ul style="list-style-type: none"> • Simon Barnes • Kate Eames • Sandra Cartwright • Paul Evemy • Andrew McKenzie 	<p>Simon Barnes</p>
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		The recruitment process was delegated to the Panel with ratification by the Board after a final decision is made on the appointment (provisionally an FGB to be convened on Wednesday 16 February 2022).	
FGB 44/2122	Matters for the next agenda	As shown in the FGB minutes of 6 December 2021.	
FGB 45/2122	Date of next meeting	Monday 31 January 2022 at 1830 online	

The meeting closed at **1934**

Signed as a true record

Signed	Date:
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