



BOARD OF DIRECTORS MEETING

AGENDA

**For the meeting
To be held on 8th October 2019 @ 5.30 pm
Aspirations Meeting Room**

In attendance: Mrs Johnston, Finance Officer, Mrs Woods, (minutes)

1	17.30	Apologies		
2	17.30	To accept nomination of Chair		Mrs Woods
3	17.35	To accept nomination of Vice-Chairman		Chair
4	17.40	Re-appointment of Clerk		Chair
5	17.50	Board of Directors membership: Mr D Coburn Mrs E Cook Cllr K Craze Prof D Richards Mr M Walker Mr R Wilkins		Chair
6	18.15	Declaration of: ➤ items likely to cause a conflict of interest/pecuniary interests: ➤ Items to be taken under AOB		Chair
7	18.20	Minutes of the Directors meeting held on the Matters arising.	<i>Enc 1</i>	All
8	18.30	Update ➤ Arnewood School ➤ Eaglewood School		Mrs Cook Prof Richards
9	18.50	Finance Manual	<i>Enc 2</i>	Mr O'Sullivan
10	19.10	CEO Report	<i>Enc 3</i>	Mr O'Sullivan
11	19.25	EFSA letter to The Accounting Officer – standing item		Mr O'Sullivan
12	19.35	FACC Report Update from working party re: Pay & Salary Policy and Performance Management Policy		Mr Coburn Mr Wilkins
14	19.45	Policies for approval – see Director website GAT0001- Expenses Members Directors and Govs GAT0002 - Freedom of Information GAT0003 - LGPS Discretionary Policy		Mr O'Sullivan

		GAT0004 - Fire Safety Policy GAT0006 - Contractors Working on School Site GAT0007 - Use of Student Photos Policy GAT0016 - Anti - Fraud Policy GAT0022 - Fixed Assets Policy GAT0028 - Reserves Policy GAT0033 - Gifts and Hospitality Policy		
15	19.55	For discussion - The Gryphon Trust – Getting into Shape <ul style="list-style-type: none"> • Organisational Structure Adoption of: <ul style="list-style-type: none"> ➤ Terms of Reference for the Board of Directors ➤ Constitutions for Members, Directors and LGBs ➤ Directors Code of Conduct ➤ Confidential Minutes Protocol ➤ Nominations and Appointments Process Resolution: to propose an additional Member	<i>Enc 4 + Appendices</i> <i>Enc 5 Enc 6 Enc 7</i>	Mr Wilkins
16	19.55	Members AGM <ul style="list-style-type: none"> • Invitation, notice, agenda and enclosures 		Mr Wilkins
17	20.00	AOB		
Date of next meeting: AGM, 10th December 2019 – 5.30pm Future meeting dates: 31 st March 2020 – 5.30pm 19 th May 2020 – 5.30pm 14 th July 2019 - 5.30pm				