

<h2 style="margin: 0;">GFM Board Meeting</h2> <p style="margin: 0;">Minutes from a meeting held in the Conference Room, Brune Park, 4.30pm, Tuesday 5 December 2017</p>		
Member Member/ Trustee Member Finance Director Trustee Trustee Trustee Executive Trustee Executive Executive	Cris Beswick (CB) Jenny Bonsor (JB) Jeff Callander (JC) Sue Carter (SC) Nigel Duncan (ND) Paul Lane (PL) Jean Morgan (JM) Georgina Mulhall (GM) Kirsty Robertson (KR) Ian Potter (IP) Stuart Tyreman (ST)	Outgoing Chair Incoming Chair Chair LGC (Sec)
Attendees:	Cris Beswick (CB) Jeff Callander (JC) Paul Lane (PL) Jean Morgan (JM) Kirsty Robertson (KR) Ian Potter (IP) (Chair) Stuart Tyreman (ST) Georgina Mulhall (GM) Sue Carter (SC) Nigel Duncan (ND) arrived 4.55pm Jenny Bonsor (JB) In Attendance: Sue Simpson (Minutes) Richard Hurst (Auditor)	All Board members present.
01.12.17	<u>Item 1: 4.30 – 4.31</u> Welcome and Apologies. No apologies received – awaiting ND (arrived at 4.55pm) The meeting was quorate	Action The meeting was quorate.
02.12.17	<u>Item 2: 4.31 – 4.35</u> Declarations of interest Ian Potter: Employee Chief Exec. Branch Secretary Jean Morgan: Casual invigilating BH Georgina Mulhall: Trade Union President NUT Hants Kirstie Robertson: Gosport and Fareham Services manager for MOTIV8 – GFM finance committee member. Paul Lane: Chair of Governors Gomer Junior School Cris Beswick: nothing to declare Jeff Callander: nothing to declare Jenny Bonsor: Continuing to provide consultancy service to GFM. Sue Carter: Employee MAT, Finance.	

03.12.17	<p><u>Item 3: 4.35pm – 4.50pm</u> Minutes of the last GFM Board meeting held on 4 July 2017 were approved.</p> <p><u>Minutes and matters arising.</u></p> <ul style="list-style-type: none"> ● Output from skills audit need to be taken forward as discussed at Away Day. Action to carry forward ND. <p>GDPR and the responsibility for Trustees to look at Data Protection. There will be more detailed guidelines after Christmas.</p>	<p>Data protection IP and ND to discuss.</p> <p>SC following up</p>
04.12.17	<p><u>Item 4: 4.50pm – 5.25pm</u> GFM Finance Audit Report – Richard Hurst, auditor, presented outcomes of the audit.</p> <p>Financial information (confidential paper copies) given to Members and Trustees. Questions discussed. These are statutory accounts according to the ESFA. 31.12.17. This is a weighty and complex document in a prescribed format. This will go to Companies House and be a public record.</p> <p>Audit report.</p> <p>The Board were pleased with the Audit and wanted to acknowledge the skill and hard work of SC and her team.</p>	<p>The Board were pleased with the Audit and wanted to acknowledge the skill and hard work of SC and her team.</p>
05.12.17	<p><u>Item 5: 5.25pm – 5.50pm</u> Notes from the GFM Board Awayday - the notes of the day have been circulated and its outcomes need to be clarified, discussed and agreed by the Board. Discussion 15 minutes. Formal decision-making 10 minutes – attachment (25 minutes)</p> <p>RUND presentations: Condition survey at BP. Discussion took place. Point 1: In discussion with regard to the appointment of a Professional Clerk. Point 2: The Board agreed that two further Director Trustees should be appointed. The Board resolved to register with Academy Ambassadors for a matching of skills.</p> <p>Following prolonged discussion Paul Lane accepted the role of Chair.</p>	<p>Board agreed to appoint professional Clerk</p> <p>Board agreed the appointment of two further Director Trustees</p> <p>Paul Lane accepted the role of Chair.</p>
06.12.17	<p><u>Item 6: 6pm – 6.25pm</u> School improvement -</p> <p>Documents were given in hard copy for reference. Dr Hall presented his paper to the Board.</p>	

	<p>BH key priorities:</p> <ul style="list-style-type: none"> ● Continued drive on teaching and assessment. ● Improve and embed curriculum quality. ● Focus on attendance. ● Whole School culture and ethos and clear focus on disadvantaged learners, progress and attendance. <p>The Board thanked Dr Hall for his presentation.</p>	
07.12.17	<p><u>Item 7: 6.25pm – 6.45pm</u></p> <p>Updates on GFM outreach - verbal reports: GM on initiatives with Primary sector in Gosport, and discussions with Pioneer Alliance; IP on alliance with Thornden Teaching School Alliance (SSIF and MDIF bids) and Jubilee CEO Network; ST on Special sector networking; DH on interaction with RSC and DfE. 5 minutes each (20 minutes)</p> <p><i>Due to time constraints the Board asked for brief reports which were duly given.</i></p> <p>For Next Agenda: Feedback on the impact of outreach on thinking and evolution and development of the Mat.</p>	
08.12.17	<p><u>Item 8: 6.45</u></p> <p>Any other business: The Board discussed effective uses of their time with clear outcomes and strong decision making at meetings.</p>	PL and IP to meet to discuss.
For Next agenda; Decisions made; Actions.	<p>For Next Agenda:</p> <ul style="list-style-type: none"> ● Briefing for Board on Apprenticeship Levy. ● Feedback on the impact of outreach on thinking and evolution and development of the Mat. <p>Actions:</p> <ul style="list-style-type: none"> ● Skills Audit – to carry forward. ND. ● Data protection. IP and NM to discuss. ND to share template to measure progress. ● Discussions following KPI work on Away Day. PL and IP. <p>Decisions Made:</p> <ol style="list-style-type: none"> 1. Board agreed to appoint professional Clerk 2. Board agreed the appointment of two further Director Trustees. The Board resolved to register with Academy Ambassadors for a matching of skills. 3. Chair appointment: The Board were in agreement of the appointment of Paul Lane as Chair. 	