

**Embsay CofE (VC) Primary School
Extraordinary Meeting of the Governing Body held on
Monday 20th November 2023 at 5.30pm, via TEAMS**

Minutes

Present: Present: Tim Whitehead (Interim HT); Denise Baxter (DB); Chris Atherton (CA); Emma Smith (ES); Helen Ralph (HR); John Wild (JW), and Rev. Tim Calow (TC)

In attendance: Sallie Lloyd (Clerk); Georgina Hodgson (Deputy Headteacher)

Core Functions of a Governing Body:

- Setting strategic direction.
- Holding the Headteacher to account for educational performance.
- Ensuring financial health, probity, and value for money.

No.	Item	Action
Part A – PROCEDURAL		
1.	<p>Welcome and Apologies: The chair welcomed all to the meeting.</p> <p>Consented apologies were received from Steven Hudson (SH), Matt Smales-Cresswell (MSC), Rev. Marion Russell (MR) and Jennifer Stearn (JS)</p>	
2.	<p>Confidentiality: The Chair reminded all present of the confidential nature of all discussions.</p> <p>It was agreed that item 5 would be recorded in the confidential minutes.</p>	
3.	<p>Declarations of interest: None</p>	
4.	<p>Identification of any urgent items included for discussion: No additional items were identified.</p>	
Part B – Business of the meeting		
5.	<p>Complaints: This item has been recorded in the confidential minutes.</p>	
6.	<p>Membership of the Governing Body: The governing body considered the appointment of Chris Atherton as an associate member of the governing body as his term of office is due to expire.</p> <p>In accordance with procedures outlined in NYC policy documents and the Standing Orders of Embsay Primary School, Chris Atherton is duly appointed as an associate governor with full voting rights with effect from 21st November 2023 for a one year term of office.</p>	
7.	<p>Any urgent items added to the agenda under item 4: None to consider.</p>	
8.	<p>Close of meeting: CA thanked all present for their time, contributions, and for a decision being taken. CA closed the meeting at 18.25</p>	