

**Embsay CofE (VC) Primary School  
Extraordinary Meeting of the Governing Body held on  
Wednesday 20<sup>th</sup> September 2023 at 7.00pm, via TEAMS**

**Minutes**

**Present:** Chris Atherton (CA); Rev. Marion Russell (MR); Emma Smith (ES), Matt Smales-Cresswell (MSC), Jennifer Stearn (JS); Helen Ralph (HR), John Wild (JW), Steven Hudson (SH) and Rev. Tim Calow (TC)

**In attendance:** Stephen Dale (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
	<b>Part A – PROCEDURAL</b>	
1.	<p><b>Welcome and Apologies:</b> The chair welcomed all to the meeting.</p> <p>Consented apologies were received from Fiona Prest (HT)</p>	
2.	<p><b>Confidentiality:</b> The Chair reminded all present of the confidential nature of all discussions.</p> <p>It was agreed that all items would be recorded in the confidential minutes.</p>	
3.	<p><b>Declarations of interest:</b> None</p>	
4.	<p><b>Identification of any urgent items included for discussion:</b> No additional items were identified.</p>	
	<b>Part B – School Improvement</b>	
5.	<p><b>Staffing Update:</b> This item has been recorded in the confidential minutes.</p>	
6.	<p><b>Complaints:</b> This item has been recorded in the confidential minutes.</p>	
7.	<p><b>Any urgent items added to the agenda under item 4:</b> None to consider.</p>	
8.	<p><b>Close of meeting</b></p>	

Signed: .....

Dated: .....