



Monks Orchard Academy  
The Glade, Croydon, CR0 7UF

Minutes of the Local Governing Body Meeting  
27 September 2018 at 7.50pm

Governor	Position	Attendance
Bhavik Davda (BD)	Appointed Governor	Apologies
Guy Fairbairn (Head)	Head Teacher	Present
Sony Nair (CofG)	Appointed Governor, Chair	Present
Jan Payne (JP)	Appointed Governor	Apologies
Debi Roberts (DR)	Appointed Governor, Vice Chair	Present
Kenan Sonar (KS)	Staff Governor	Present
Rosita Wilson (RW)	Parent Governor	Apologies
Also attending		
Lynn Bruce	Governance Clerk	Present


Item	Topic	Action
1.	<p><b>Welcome</b> The Chair opened the first meeting as part of Fairchildes Academy Community Trust and welcomed everyone.</p> <p><b>Apologies for Absence</b> Governors received and accepted apologies for absence from Bhavik Davda (unwell), Jan Payne (holiday) and Rosita Wilson (personal commitment).</p> <p><b>Quorate</b> (The quorum for this meeting is one third). The Chair confirmed the meeting to be quorate.</p> <p><b>Declaration of Pecuniary, Business or Personal Interests</b> Governors were asked to declare any pecuniary, business or personal interests they may have regarding this agenda. None were declared.</p>	
2.	<p><b>FACT Board Development Meeting</b> SN explained he attended the meeting the previous evening.</p> <p>He was impressed with the work that has been completed between all three schools. They went through the FACT development plan which was well structured and well written - Monks Orchard had already been included in all documents.</p>	
3.	<p><b>Local Governing Body Membership</b> Governors noted RoseAnn Ellis, The Chair of the Board, took Chair's Action and approved Sony Nair as the Chair of this LGB for 2018-19.</p> <p>Governors unanimously nominated Debi Roberts as Vice Chair of the LGB for 2018-19 therefore she was duly elected.</p> <p>The CofG explained the MAT's constitution is slightly different and those present noted RoseAnn Ellis had also approved the following: 4 FACT Appointed Governors</p>	

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	<ul style="list-style-type: none"> <li>• Bhavik Davda</li> <li>• Sony Nair (CofG)</li> <li>• Jan Payne</li> <li>• Debi Roberts</li> </ul> <p>2 Elected Parent Governors</p> <ul style="list-style-type: none"> <li>• Rosita Wilson</li> <li>• Tanya Williams</li> </ul> <p>2 Elected Staff Governors</p> <ul style="list-style-type: none"> <li>• Kenan Sonar</li> <li>• Vacancy</li> </ul> <p>1 Ex-Officio Head Teacher</p> <ul style="list-style-type: none"> <li>• Guy Fairbairn</li> </ul> <p>3 Co-opted Governors (optional)</p> <p>Ei-Lene Heng decided to resign due to the distance. The CofG, on behalf of Governors wished her well and expressed thanks for the work she contributed to. Details of Governor recruitment agencies were given to EH to allow her to seek a new school nearer to her home.</p> <p>The Head will commence Staff Governor elections. <b>Action: Head.</b></p>	1
4.	<p><b>The Trust Governor</b></p> <p>The Clerk introduced The Trust Governor (TTG) which is a Governor portal to record Governors, arrange meetings, upload documents (PDF) and complete skills audits/analysis. It does require good wi-fi access with a whiteboard to project the information when required. <b>Action: Head</b> to identify a suitable room with adequate wi-fi etc for future meetings.</p> <p>The Clerk will add all Governors to TTG and share the access details. <b>Action: Clerk.</b> Governors that have already had sight of the system feel that Governors will easily be able to use the system. The Clerk will be available to assist.</p>	2  3
5.	<p><b>Dates of future meetings</b></p> <p>Governors agreed the LGB meeting dates for 2018-19 to be</p> <p>18/10/18 17/01/19 13/03/19 Training 25/04/19 18/07/19</p>	
6.	<p><b>Publication of Minutes</b></p> <p>Governors agreed there were no items declared confidential and recorded under Part B - 'confidential items'.</p>	
There being no further business, the Chair closed the meeting at 8.20pm.		

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Item	Action Point	Lead
1.	Staff Governor elections to commence.	Head
2.	To identify a room with adequate wi-fi and a whiteboard if possible.	Head
3.	To add and invite Governors to TTG.	Clerk

To confirm that these minutes are a true and accurate record of the meeting.	
Chair's signature	
Chair's name	Sony Nair
Date	18/10/2018

