

**MINUTES OF THE EMERGENCY MEETING OF THE
ST MARGARET'S SCHOOL LOCAL GOVERNING BODY (LGB)
HELD ON 11 SEPTEMBER 2017 AT 9.00AM AT ST MARGARET'S SCHOOL**

Present: Anita Fenn Chair

Foundation Governors

Chika Ifeagwu
Tracy Harris
Hilton Idahosa

LA Governor

David Hodge (Vice chair)

Staff Governor

Trish Coady

Clerk to the Governors: Gill Hand

Also present: Beverley Hall (GET CEO), Faye Rider (St Mary's Teaching School), Elaine James (GET Chief Finance Officer), and Sandra Moley (St Margaret's Head of School)

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
3.1	Clerk to advise Governor Services of Ms Fenn's resignation	Clerk	ASAP
3.2	Clerk to advise Governor Services that no Chair had been elected.	Clerk	ASAP
3.2	Election of Chair to be placed as an agenda item for next meeting.	Governor Services	TBC
3.3	Clerk to advise Governor Services that no Vice Chair had been elected.	Clerk	ASAP
3.3	Election of Vice Chair to be placed as an agenda item for next meeting.	Governor Services	TBC

1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 The meeting was opened with a prayer by Ms Anita Fenn and the newly appointed clerk, Gill Hand, introduced herself to the LGB.
- 1.2 Apologies for absence were received and accepted from Reverend Lee who was unable to attend due to a scheduled work commitment
- 1.3 The Clerk confirmed that the meeting was quorate with 5 governors present.

Chair's Initials:



2. DECLARATIONS OF INTEREST

2.1 There were no declarations made pertaining to any of the agenda items for this meeting.

3. APPOINTMENT OF OFFICERS

3.1 Ms Anita Fenn read a statement to the LGB tendering her resignation with immediate effect. She provided the Clerk with written, signed confirmation of this resignation and left the meeting at that point.
Ms Hall thanked Ms Fenn for her support of St Margaret's during the time she had been a governor at the school.

ACTION: Clerk to advise Governor Services of Ms Fenn's resignation

3.2 Election of Chair for the academic year 2017/2018

The Clerk welcomed nominations for the position of Chair of Governors and one nomination was received for Mr David Hodges. Mr Hodges advised that he did not wish to stand as Chair and formally declined the nomination.
No further nominations were received, so it was not possible to elect a Chair of Governors at this meeting.

ACTION: Clerk to advise Governor Services that no Chair had been appointed.

ACTION: Election of Chair to be placed as an agenda item for next meeting.

3.3 As no Chair of Governors had been elected, it was not possible to elect a Vice Chair at this meeting

3.3 As no Chair or Vice Chair had been elected the LGB were no longer able to proceed.

ACTION: The CEO to investigate how to proceed and seek advice from the GET Board on identification of new governors outside of the meeting ahead of the next LGB meeting.

The meeting closed.

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A. Allen (sign)

Date: 07/02/2018

Chair's Initials:

