



Brize Norton Primary School

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Interim Co-Headteachers: Stephanie Cartwright and Donna Roberts

Minutes of the Local Governing Body Meeting 18th May 2022 7.45pm – held virtually using Microsoft Teams

No.	Item	Action
1	<p>Welcome, members present and apologies:</p> <p>Present at the school: Nen Blakesley-Grimes (NB-G, community governor) Alistair Doran (AD, community governor, chair of governors) Christine Eaglestone (CE, community governor) David Golding (DG, parent governor) Ian Griffiths (IG, parent governor) Alex Skym (AS, community governor) Baz Sutherland (BS, community governor)</p> <p>Apologies: Stephanie Cartwright (SC, interim co-headteacher) Abbi Dunkley (ADu, community governor) James Lambert (JL, community governor) Donna Roberts (DR, interim co-headteacher)</p> <p>In attendance: Helen Roberts (HR, clerk) The meeting was quorate.</p>	
2	<p>Notification of any urgent business:</p> <ul style="list-style-type: none"> - No items. 	
3	<p>Declaration of business or pecuniary interests, DBS checks in place, related party transactions, Code of Conduct:</p> <ul style="list-style-type: none"> - No governing body members declared any business or pecuniary interests in relation to this meeting agenda. Several governors have registered ongoing interests, and these are correctly identified on the school website and GovernorHub. 	
4	<p>Approve Budget 2022-23: (see attached paper)</p> <ul style="list-style-type: none"> - HR explained why this short local governing body meeting had been called. - The governors understood that the ODST financial manual stated clearly that the budget and accompanying documentation must be presented to the local governing body for ratification. - Documents reviewed at the Resources Committee meeting 12/05/2022 had been made available to all members of the governing body. This committee had approved the budget. 	

	<ul style="list-style-type: none"> - Chair of the Resources Committee IG stated that he had met with SC and DR on 11/05/2022 to go through the budget in detail. He explained how the Resources Committee had then scrutinised the budget during their meeting and were satisfied with the school's responses and justification. - The minutes from the Resources Committee meeting had been made available to all governors in advance of this meeting. - IG noted that the committee unanimously approved the budget and were therefore putting it forward with their full recommendation to the LGB for ratification. - The governing body were unanimous in the ratification of the presented budget. 	
5	Any Other Business: <ul style="list-style-type: none"> - No items for the minutes. 	
	The meeting finished at 7.50pm	
	Attached documents: <ul style="list-style-type: none"> - Agenda Item 04 – Budget report for Governors (also seen by Resources Committee 12/05/2022) 	