

Debenham High School

A Church of England High Performing Specialist Academy

Minutes of the Inaugural Meeting of the Academy Trust
held on Tuesday 21st December 2010 at 9.00 am

Present: Rt Reverend Nigel Stock Bishop of St Edmundsbury and Ipswich
Mr Richard Boulter Chairman of Governors (ex officio)
Mrs Janet Brown
Mr Neil Serjeant
Mr Robert Grimsey

In attendance: Mr Michael Crawshaw Headteacher

1 Apologies for absence

All members of the Trust were present.

2 Introduction

AGREED that Mr Crawshaw should convene the meeting until a Chairman was appointed. He reminded Members that the Minister signed the Academy Order on Thursday December 16th and that the Company was incorporated on December 13th with a registration number.

3 Appointment of Chairman

AGREED to appoint Bishop Nigel Chairman of the Academy Trust.

4 Appointment of Vice Chairman

AGREED to appoint Richard Boulter Vice Chairman of the Academy Trust.

5 Appointment of Clerk

It was expected that the Headteacher of Debenham High School would be the Clerk to the Academy Trust.

6 Appointment of Co-opted Governors

AGREED to co-opt Mrs Esme Sibley and Dr Hilary Marlow to the Governing Body of the Academy.

7 Appointment of Bank

AGREED that Lloyds TSB be confirmed as the Academy's bank.

8 Appointment of Insurers

AGREED that Zurich Municipal be confirmed as the school insurers.

9 Election of Parent Governors

NOTED that four nominations had been received and that the following had been returned unopposed as Parent representatives on the Governing Body: Ms Catherine Blount, Mr Julian Eddy, Mr Christopher Gilgan and Mr David Ralph. One vacancy remained.

10 Election of Staff Governors

NOTED that nominations had been received for Mr David McMillan and Mr David Yaroslaw (teaching staff) and Mrs Lesley Wilson (non-teaching staff). All had duly been returned unopposed.

11 Academy Publications and Stationery

Bishop Nigel gave permission for the Academy to use the Diocesan Crest on its publications and stationery. NOTED.

12 Terms of reference for the Academy Trust

AGREED to ask Mr Boulter and Mr Crawshaw to draw up draft terms of reference for the Trust to be considered at its next meeting. Matters covered were to include a 5 year term of office for appointed members other than the DBE representative; attendance and speaking rights at Governors Meetings, and access to all the documentation sent to Governors.

13 Date of Conversion to Academy Status

Mr Crawshaw reported that it was still in the balance whether conversion would be from 1st January or 1st February. The lawyers working for the Trust (Jackaman, Smith and Mulley) had reassured Mr Crawshaw that even though the Lease had not been finalised, the Tenancy at Will and the Deed of Dedication were satisfactory safeguards. There was a minor problem in that the Big Lottery Fund had not yet confirmed the transfer of the rights to the MUGA (Multi-Use Games Area) from the Local Authority to the Academy Trust, but it was thought that this was not significant enough to delay the conversion to Academy. NOTED.

14 Date of Next Meeting

The next meeting would be held at the school on Friday February 11th at 11.30 am, to be followed by lunch. Bishop Nigel would spend the morning in school.

The meeting ended at 10 am to allow Mr Boulter to travel to Jackaman Smith and Mulley to sign documents for the DfE.

Signed Date