

## **ELTHAM COLLEGE**

### **Minutes of the Governing Body meeting held on Thursday 25<sup>th</sup> November 2010 at 7.30p.m.. at Eltham College**

#### **Present**

**Mr D A Robins** (Chairman), Rev R Blyth, **Messrs B C Carey, S R Charlick**, Mrs P Corp, **Mrs A Edwards, Mrs R A Morgan, Messrs R B Morgan, C P J Muttukumaru**, Dr R Rao Nippani, Mr C Ring, Rev T Sparks and **Mrs I Wort**, with the Headmaster and Bursar ex officio and Mr E Cavendish in attendance. Mr McGrahan was present for the first agenda item, along with Mr J Rux Burton and Mr H Langford. Mrs R Hall was in attendance for the first two agenda items.

#### **Apologies**

Apologies were received from Messrs N P Betts, **D L Mahoney, W Oram**, A Robb, Rev D Skitt and Dr J Munn.

#### **Welcome**

The Chairman welcomed Mr Rux Burton and Mr Langford, and Mrs Hall, to the meeting.

#### **GB/10/29 Presentation by John Rux Burton**

Mr Rux Burton, of Rux Burton Associates gave a presentation to the meeting regarding fund raising.

The Chairman thanked Mr Rux Burton for his presentation.

Mr Rux Burton and Mr Langford left the meeting.

#### **GB/10/30 Presentation by Rachel Hall, Marketing Manager**

Mrs Hall circulated a copy of her report to the meeting, and provided update.

The Chairman thanked Mrs Hall for her presentation, noting that she had made enormous progress in a large number of areas.

Mrs Hall left the meeting.

#### **GB/10/31 Minutes of the Previous Meeting held on Tuesday 5<sup>th</sup> October 2010**

The minutes were agreed as a true record of the meeting and signed by the Chairman.

#### **GB/10/32 Matters Arising**

##### **Arts Centre**

The results of the tendering exercise were due on 29<sup>th</sup> November.

##### **College Meadow**

The Bursar informed the meeting that he had requested a quotation for bringing the College Meadow car park to tender.

##### **Digital Strategy**

There were no further developments to report.

### **GB/10/33 Headmaster's Report**

The Headmaster addressed his written report which had been circulated prior to the meeting.

The report covered Staffing Matters, Pupil Matters, Extra Curricular Activities, Charitable Activities, Environmental Issues, Development Matters, Partnerships, and OEA Matters.

The Chairman thanked the Headmaster for his report and update.

### **GB/10/34 Strategic Review incorporating Vision Statement**

The Chairman, Vice Chairman and Headmaster would meet to discuss this and bring the conclusion of their deliberations back to the Governing Body at a future meeting.

### **GB/10/35 Regulatory Compliance Issues**

#### **School Policies**

Mr Cavendish reported that most policies had been reviewed in the summer and were not due further review until March 2011.

#### **Health and Safety**

The Headmaster informed the meeting of a recent meeting held in the school to discuss security, with some recommendations being implemented, including additional signage.

#### **Child Protection**

Mr Cavendish reported that most members of staff had now received some child protection training.

#### **Central Register**

The Chairman reported that he had reviewed the Central Register and this was being looked after very well.

### **GB/10/36 Committee Reports**

#### **Junior School Committee, Friday 15<sup>th</sup> October 2010**

The minutes of the meeting held on Friday 15<sup>th</sup> October 2010 had been circulated shortly after the meeting and re-circulated with the agenda. Mrs Morgan provided further update.

#### **Strategy and Planning Committee, Thursday 4<sup>th</sup> November 2010**

The minutes of the meeting held on Thursday 4<sup>th</sup> November 2010 had been circulated shortly after the meeting and re-circulated with the agenda. Mr Robins provided further update.

#### **Finance and General Purposes Committee, Tuesday 16<sup>th</sup> November 2010**

The minutes of the meeting held on Tuesday 16<sup>th</sup> November had been circulated shortly after the meeting and re-circulated with the agenda. Mr Charlick explained

that as the meeting had been the most recent of the sub-committees, the minutes covered most of the business.

**GB/10/37 Any Other Business**

**HMC Charity**

The Headmaster mentioned an initiative by HMC to target recruitment of Physics and Modern Foreign Language teachers.

**Form Representatives meeting**

Mrs Wort reported on the most recent Form Representatives meeting.

**Environmental Sustainable Schools**

Mrs Edwards reported that this was a new initiative which she had brought to the Headmaster's attention.

**GB/10/38 Dates of Next Meeting**

The proposed dates for the next calendar year had been circulated to the meeting. It was noted that the Junior School Committee planned for Friday 29<sup>th</sup> April 2011 would clash with the proposed Royal Wedding and this would therefore be changed, all other dates for the diary were noted.

The Chairman thanked all those present for their time, as the meeting had been quite a long one, and wished everybody a Merry Christmas.

**Chairman .....**

**Date .....**