



Record of email decision made by Governors 23rd March 2020 to 26th March 2020

A meeting of the Governing Body was held on 25th February 2020. The following Governors were present:

Karen Burnett	
Johnny Williamson	Chair of Governors
Lucy Ward	
Clare Arnold	
Natalie Harrison	
Linda Peate	
Ian Ford	
Wendy Lyon	Head teacher

Apologies had been provided by:

Neil Gordon	
-------------	--

Item 11 on the agenda had been the SFVS due for completion and approval by 31st March 2020.

Item 10 on the agenda had been the budget and papers had been circulated to Governors to the meeting for consideration.

A meeting of the Governing Body was due to be held on 24th March 2020 to approve the SFVS and 2020/21 budget and 3-year forecast. This could not go ahead as a formal meeting due to Government guidance following the Covid-19 pandemic.

As all Governors had been involved in discussions relating to the SFVS and budget at previous meeting (save for Neil Gordon) a vote was taken by email.

On 23rd March 2020 at 22:01 the Clerk circulated:

- SFVS
- 2020/21 budget and 3-year forecast
- Gifts and Hospitality register

On 24th March 2020 at 17:30 the Chair circulated the SFVS, 2020/21 budget and 3-year forecast to Governors and requested that they approve by email.

The following approvals by email were received:

Governor	Approval received by email	Clerk confirmed receipt by email
Neil Gordon (note absent at previous meeting)	25 th March 2020 at 18:01	26 th March 2020 at 17:01
Karen Burnett	24 th March 2020 at 09:58	24 th March 2020 at 10:19
Wendy Lyon	25 th March 2020 at 14:44	25 th March 2020 at 14:54



Johnny Williamson	25 th March 2020 at 11:33	26 th March 2020 at 17:17
Clare Arnold	25 th March 2020 at 23:16	26 th March 2020 at 17:07
Natalie Harrison	25 th March 2020 at 14:32	27 th March 2020 at 10:53
Linda Peate	25 th March 2020 at 23:07	26 th March 2020 at 17:15
Lucy Ward	25 th March 2020 at 14:24	26 th March 2020 at 17:17

No Governors reported any Gifts or Hospitality.

Resolved: That

- a) The SFVS be approved and submitted to the Local Authority
- b) The 2020/21 budget and 3 year forecast be approved

Governors were also asked to approve that notice be given to the current catering contractor. This had not been discussed at the previous meeting. Approval was provided by email by:

- a. Neil Gordon
- b. Karen Burnett
- c. Wendy Lyon
- d. Johnny Williamson
- e. Natalie Harrison

As a meeting could be arranged at the current time and notice was required to be given by the end of the current academic term.