



Little Paxton School Governing Body

Minutes of the Personnel Committee Meeting held on Monday, 22nd May 2017, at 7:30pm

Present

Ellen Barrett	Co-opted Governor	Diane Hawkes	Staff Governor/HT
Penny Conway	Authority Governor	Neil Donoghue	Co-opted Governor
In attendance –	Julie Zausmer (Clerk)		

1. Apologies for absence – Mike Kendall and Tracey Locke.
David Jones and Gemma Manning were not present.

In the absence of the chair of the Committee it was agreed by those present that P Conway would chair this meeting.

2. Declaration of Interests – no changes declared.
3. Minutes and Matters arising
Governor engagement with staff – staff had requested to be able to meet governors in a social setting to get to know them a bit more. Governors are keen to meet with staff but mindful of imposing on their time. The Head was asked to canvas staff opinion about what sort of event and what time of day would suit staff best. Staff suggested an informal gathering, to include food and drink, preferably after school end of day or as close to this time as possible. They proposed the idea of “speed dating” each governor by staff for informal chats - to be arranged in September and around 4/4:30 after school hours.
P Conway will doodlepoll governors to find out their availability.

The position of new chair of this committee was raised and Tracey Locke has indicated she would be prepared to take over this role.

4. Staff update – none since previous meeting. There will be a meeting regarding TA hours after half term.
5. Re-appointment of Penny Conway as LA appointed Governor.
Whilst this was being discussed Penny Conway left the room.

This decision really should be made when there were more members present and it is unfortunate that so few members of the Personnel Committee were present. Penny Conway is willing to stand again and happy to do so. Ellen Barrett proposed her and Neil Donoghue seconded the proposal. This will be confirmed at another future meeting.

P Conway rejoined the meeting.

6. Performance Management Update – none.
7. Compliance with equality duties (Cambridgeshire School governance Team suggested item)
G Manning had agreed to look at this on behalf of the Governing Body. As she was not present the item was deferred to the full Governing Body meeting scheduled for 10th July 2017.
8. Review of Policies – none.
9. Any Other Business – none.

Meeting closed at 8: 10pm