

Essex School Governor's Association
Minutes of the meeting held
11 September 2008

		Action
	Present: Greta Taylor (Chairman), John Hunter, Margaret Potter, Tosca Boothman, Elizabeth Marshall, Brian Pead, Keith Bush, Philippa Potter (Minutes Secretary) and Rosemarie Lunn (Governor Services).	
1.	Apologies for Absence Rod Lane, Elaine Glanville (Treasurer), Graham Martin, Gina Field	
2.	Minutes of the Meeting held 10 June 2008 The minutes were agreed as a true record and signed accordingly.	
3.	Matters Arising <ul style="list-style-type: none"> ➤ One Stop Shop – Cllr Simon Walsh has already received the letter circulated by Joyce Woodham, therefore no further action required. 	
4.	Notification of Any Other Business <ul style="list-style-type: none"> ➤ Communication Meetings - JH ➤ Insurance - EM ➤ AGM speaker – JW ➤ Governor Services - KB 	
5.	Correspondence <ul style="list-style-type: none"> ➤ Greta Taylor has received Elaine Glanville's resignation as Treasurer. It was Proposed Brian Pead, Seconded Elizabeth Marshall and agreed 6 votes for with one abstention that Joyce Woodham become Treasurer and Membership Secretary. It was then Proposed Greta Taylor, Seconded Margaret Potter and unanimously agreed that Tosca Boothman become Secretary. ➤ Greta received a letter from the Essex Clerks Association requesting a donation from ESGA to go towards start up costs. It was Proposed Greta Taylor, Seconded Elizabeth Marshall and unanimously agreed to donate £200. John Hunter declared an interest in this item and abstained from the discussion and decision. ➤ The NGA AGM is being held Saturday 8 November in London. ESGA have three free places and it was agreed that Greta Taylor, Margaret Potter and John Hunter will attend. ➤ The NGA Eastern Region meeting will take place on 8 October in Bury St Edmunds. Greta Taylor will attend. 	<p>GT</p> <p>GT, MP, JH</p> <p>GT</p>
6.	Treasurer's Report and ESGA Financial Position Elaine Glanville had circulated the financial reports which show a total balance of all accounts standing at £27,480.75. The mileage rate for travel expenses was discussed and it was agreed to keep the current rates.	
7.	Website Tosca Boothman offered to help with updating the ESGA website with the assistance of her daughter who has some new ideas for the layout and presentation etc. They will be meeting with Owen Farrant at the end of the month to discuss the new ideas.	TB

8.	<p>Reports From Meetings Attended</p> <ul style="list-style-type: none"> ➤ Tosca Boothman attended a meeting with Disability Essex, the details of which have been circulated by email. ➤ John Hunter has attended an Extended Schools Financial Panel meeting and updated ESGA on the outcomes. ➤ Greta Taylor attended the ECC Chairman's Reception. 	
9.	<p>Constitution Update Greta Taylor asked if members could look through the constitution and pass any comments about changes or additions to John Hunter to collate and look at with a view to updating it if necessary.</p>	ALL
10.	<p>Perception Survey Update Joyce Woodham reported that there was a 43% return on the 820 questionnaires sent out. The findings from this survey have been circulated and will be issued via a press release by the NGA. Joyce confirmed that further work will arise from the survey which will roll out in different ways. It was agreed that an action plan would be drawn up to publicise the agreed way forward and that Joyce would ensure that this would be available for the next ECC communication meetings with Governors and Clerks.</p>	JW
11.	<p>Publicity - New Flyer Update It was agreed that two versions of the flyer would be pursued – one for the Governor Services Induction Pack to promote and explain the work of ESGA to new governors and one that could be sent out each year with the membership invoices to remind schools what ESGA does on behalf of their governors. Joyce Woodham is looking at these.</p>	JW
12.	<p>ESGA Badges ESGA badges are needed for the communication meetings. Greta Taylor will order badges for those members who don't currently have one.</p>	GT
13.	<p>Any Other Business</p> <ul style="list-style-type: none"> ➤ Keith Bush outlined the changes to Cabinet responsibility for Children, Families and Schools. Lord Hanningfield now has responsibility for Schools, Cllr Peter Martin is now Children's Services (e.g. social care, BSF and SEN) and Cllr Simon Walsh is responsible for Families (Children's Trusts, TASC teams etc). The Executive Director for Children, Families and Schools is now Graham Tombs. ➤ Keith then outlined changes within Governor Services, which is part of Traded Services. Terry Reynolds supports the statutory side and Rosemarie Lunn is heading up recruitment, information and the Clerking Agency. ➤ Keith will now be heading up the strategic development parts of Traded Services and as such will no longer be attending ESGA meetings. ESGA thanked Keith for all his hard work and commitment to ESGA and wished him well in his new role. His place at ESGA meetings will be filled by Rosemarie Lunn, who was warmly welcomed to the table. ➤ John Hunter went through arrangements for the Communications Meetings this term. ESGA representatives will be as follows: <ul style="list-style-type: none"> • 14 October: Colchester, 7pm – 9pm. John Hunter will attend. 	

	<ul style="list-style-type: none"> • 24 October: Chelmsford City Football Ground, 10am to 12noon. Greta Taylor will attend. • 4 November: Wickford, 7pm – 9pm. Margaret Potter to attend. • 10 November: Harlow 7pm – 9pm. Gina Field to be contacted by John Hunter to ask if she can attend. <ul style="list-style-type: none"> ➤ Joyce Woodham put forward Phil Revell, Chairman of the NGA as a potential speaker at the ESGA AGM on 25 February. This was agreed and Joyce will arrange. It was also agreed to invite Lord Hanningfield and Terry Reynolds. ➤ The date of the annual meal following the AGM was agreed as 4 March 2009 at 6pm. Brian Pead will book this at the South Lodge Hotel. ➤ Joyce Woodham informed ESGA of the CPD pilot scheme that she is currently arranging. ➤ Elizabeth Marshall advised ESGA of an Eco Schools Summit being held on 11 October. If anyone wishes to attend, please contact Valerie Francis on 01206 282430. 	<p style="text-align: center;">JH</p> <p style="text-align: center;">JW</p> <p style="text-align: center;">BP</p>
<p>14.</p>	<p>Date and Time of Next Meeting The next meeting will be held on Thursday 16 October at 7.15pm. Keith Bush will arrange the room booking.</p> <p>There being no other business, the meeting closed at 9.30pm.</p>	<p style="text-align: center;">KB</p>