

**MINUTES OF THE SPECIAL MEETING OF THE  
DOWNSSELL PRIMARY SCHOOL GOVERNING BODY  
HELD ON THURSDAY 14 APRIL 2016  
AT 10.40AM  
AT THE SCHOOL**

Present:       **Co-opted Governor**  
                  Thissa De Silva

**Headteacher**  
                  Jill Augustin (Executive Headteacher)

**Parent Governor**  
                  Kristina Barkute-Chakhashvili

**Staff Governor**  
                  Karen Britton

Clerk to the Governors:        Donna Miller

**1. WELCOME AND APOLOGIES FOR ABSENCE**

- 1.1 The clerk welcomed all those present to the meeting.
- 1.2 Apologies for absence were received and accepted from Mr Dore.
- 1.3 The Clerk confirmed that the meeting was quorate with four governors present.

**2. DECLARATIONS OF INTEREST**

- 2.1 Governors noted the standing declaration of KB as the treasurer of PODS.
- 2.2 There were no other declarations pertaining to this meeting's agenda.

**3. GOVERNING BODY MEMBERSHIP**

- 3.1 The Clerk advised governors that following the last meeting a number of conversations had been held and that the existing membership comprised of all those members present at this meeting.
- 3.2 Governors present unanimously agreed to the nomination of Mr Martin Dore as the Local Authority Governor on the Governing Board.

**4. APPOINTMENT OF OFFICERS**

- 4.1 Election of Chair for the academic year 2015/2016  
The Clerk welcomed nominations for the position of Chair of Governors. KB nominated Mr Dore as the Chair of Governors. With no other nominations and no objections, governors unanimously voted to elect Mr Dore as Chair of Governors for the academic year.

**5. ANY OTHER BUSINESS**

- 5.1 There was none.

The meeting closed at 10.45

Chair of Governors  
Initials:

Chair: ..... (print)

..... (sign)

Date: .....

Chair of Governors Initials:
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