



Debenham High School

A Church of England High Performing Specialist Academy



Annual General Meeting of the Academy

Minutes of the meeting held at the school on Tuesday 25th February 2014 at 4.30 p.m.

Present:

Mr D Carruthers	Chairman	Mr D McMillan	
Revd P Cotton		Dr H Marlow	
Mr P Debenham		Mr D Ralph	
Mr C Grover		Mr R Stevenson	
Ms S Goodrich		Miss J Upton	Headteacher
Mrs F Hotston Moore		Mrs L Wilson	
Mrs S Janson		Mr D Yaroslaw	

Mrs J Brown	Member of Academy Trust
Mr R Grimsey	Member of Academy Trust

In attendance:

Mr S Martin	Deputy Headteacher
Miss S McBurney	Assistant Headteacher
Mrs L Ramsay	Assistant Headteacher
Mrs T Darby	Business Manager

Mr S Wright	Clerk to the Governors
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1. Absence

1.1 Apologies for absence had been received from Mr R Boulter (Mr Carruthers to act as Chairman), Mr C Gilgan and Mr N Serjeant.

1.2 Governors consented to their absence.

2. Pecuniary and Other Interests

2.1 No pecuniary interest was declared with regard to items on the agenda.

3. Audited Accounts

3.1 Annual Report and Financial Statements for the 12 months ending 31st August 2013.

Mr Carruthers reported on the last 12 months by way of a presentation (attached). This covered:

- Membership

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Headteacher: Miss J Upton

Senior Leadership Team: Mr S Martin, Miss S McBurney, Mrs L Ramsay, Mrs T Darby

Chairman of the Academy Trust: Bishop of St Edmundsbury and Ipswich Chairman of Governors: Mr R Boulter

- The school's Mission Statement
- An overview of the structure of Governance
- School organisation
- Organisational links
- Pupil numbers
- Academic performance (including Suffolk performance tables) – noted as very positive (a record year) especially in terms of value-added performance.
- Student behaviour – attendance, exclusions (both fixed term and permanent). It was noted that 39 days of FTE related to one student.
- School Improvement and Development plan – Achievement, Professional Development, Facilities and Environment, Community.
- Financial Summary
- Cash position
- Main revenue costs
- Balance sheet summary
- Main financial risks

Governors approved the Annual Report and Financial Statements and thanks were given to Tracy Darby (Business Manager), Clare Knock (Bursar), Neil Serjeant (Responsible Officer) and Julia Upton (Headteacher & Accounting Officer).

4. Auditors

4.1 It was noted that Larking Gowen had been appointed as auditors until 31st December 2016.

5. Any Other Business

There being no other business the meeting concluded at 4.54 p.m.

Signature

Date