



# TAVISTOCK PRIMARY & NURSERY SCHOOL

## Minutes of the Full Governing Board Meeting

Tuesday 31<sup>st</sup> March 2020 @ 6pm

Please note: This meeting is open to the public. Meeting dates are published in the school newsletter and on the website. If you would like to attend please notify the Clerk to the Governors.

<b>CHAired BY:</b> Liam Cottrell	LC	<b>CLERKED BY:</b> Kirsten Wake	KW
<b>PRESENT by email:</b> Liz Beckett (LB), Tim Bonney (TB), Liam Cottrell (LC), Pat Dickinson (PD), Caroline Down (CD), Sue Gawman (SG), Matt Morgan (MM), Darren Newland (DN), Nick Nottley (NN), Matt Page (MP), Laura Handel (LH), Lynnette Selbie (LS), Kirsten Wake (KW)			
<b>APOLOGIES:</b> None			
<b>NIL HEARD FROM:</b> None			

Item Ref.	Minutes	Action
FG19/20_42	<p><b><u>Budget</u></b></p> <p>Governors were emailed the draft budget and comments on 20<sup>th</sup> March 2020.</p> <p>Governors sent questions to SG, via email. All email communications were shared with all governors. Copies of questions and responses are attached to the minutes.</p> <p>Governors unanimously agreed to approve the budget, including the listed buy back and service level agreements. Governors support the purchase of Staff Absence Insurance from either DCC or Schools Advisory Service.</p>	<b>DECISION</b>
FG19/20_43	<p><b><u>Finance Policy</u></b></p> <p>Request to increase the petty cash limit to £901.</p> <p>Approved by majority email vote of 6 governors.</p>	<b>DECISION</b>
	<b>Meeting closed 5pm</b>	

**DATE OF NEXT MEETING:** Full Governors Meeting, Tuesday 21<sup>st</sup> April 2020, 6pm

**These minutes are agreed**

\*Without amendment / with the following amendments (\*please delete as appropriate):

Signed:

Dated: