



Milford Academy Governing Body

Thursday 7th July 2022 at 4.00pm

Summer Term 2022 Trustee Business Agenda

PRELIMINARIES

Agenda item	Item	Lead	Time
FGB3/21-22/01	Welcome and apologies for absence	Chair	2 mins
FGB3/21-22/02	Declarations of interest	Chair	2 mins
FGB3/21-22/03	Membership <ul style="list-style-type: none">• Attendance requirements;• Vacancy update;• End of terms of office;• GIAS check.	Clerk	5 mins
FGB3/21-22/04	Minutes of last meeting, actions and matters arising	All	5 mins
FGB3/21-22/05	Chair's or Vice Chair's emergency action since last meeting	Chair	2 mins
FGB3/21-22/06	Correspondence: <ul style="list-style-type: none">• From Chair:• From Headteacher:• From Clerk:	Chair Head Clerk	5 mins

SCHOOL PROGRESS

FGB3/21-22/07	Approval of budget 2022-2023 and current in-year financial 2021-2022 update	Head/ SBM	20 mins
FGB3/21-22/09	Policies for review/approval	Head	10 mins
FGB3/21-22/10	GDPR	Chair/ Head	10 mins
FGB3/21-22/11	Standard items; <ul style="list-style-type: none">• Virements;• Write-offs and disposal of surplus stock and equipment;• Building maintenance;• Review audit reports and implement recommendations.	All	10 mins

GOVERNOR REPORTS

FGB3/21-22/12	Reports from committees	Comm Chairs	10 mins
FGB3/21-22/13	Governor virtual training and development	All	5 mins
FGB3/21-22/14	Reports from governor monitoring visits	All	10 mins
FGB3/21-22/15	End of year impact statement	All	5 mins



CONCLUDING ITEMS

FGB3/21-22/16	Safeguarding and child protection	Head	5 mins
FGB3/21-22/17	Health and safety	Head	5 mins
FGB3/21-22/18	Equality incidents reported since the last meeting	Head	2 mins
FGB3/21-22/19	Arrangements for Chair to inspect school records	Chair	2 mins
FGB3/21-22/20	Confirm arrangements and dates of future meetings:- Autumn 2022; (provisional dates) <ul style="list-style-type: none">• Trustee standards – Thursday 29th September at 4.00pm• Trustees business – Thursday 24th November at 4.00pm.	All	5 mins
FGB3/21-22/21	Determination of confidentiality and communication. Identify any items which should remain confidential to the governing body and minuted separately	All/ clerk	2 mins