

The **governing body** formally met 7 times during the year.

Attendance during the year, September 2016 to August 2017, at meetings of the governing body was as follows:

**Committee Name:** **Full Governing Body**

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Objective: Main board - all members attend

Members:

Name of member		Number of meetings attended	Number of meetings at which attendance possible
Mrs Elaine Cook	Chair of Governors	6	7
Mr Peter Haddon	Head Teacher	7	7
Miss Alison Stewart		7	7
Mrs Heather Donellan		3	3
Miss Sarah Cartwright		1	1
Mrs Lynn Jenkins		7	7
Rev Hugh Symes-Thompson (Incumbent)		6	7
Mr Stephen Apted		6	7
Mr John Spelman		1	5
Mrs JoJo Ackroyd		5	7
Mr Martin Sanders		7	7
Mrs Isabel Turner		6	7
Mrs Pauline Kendall		6	7
Mr M McVitie	Vice-Chair	3	7
Miss Selina King		7	7
Mrs Sarah King		4	7
Mrs Sara Jenkins		5	7
Mrs Emma Butterwick		5	7
Ms R Bacon		6	7

**Committee Name: Curriculum and Training Committee**

**Objective:** Sub Committee of the Main Board - ensures provision for pupils and professional development opportunities for staff - sub set members attend

**Members:**

Name of member		Number of meetings attended	Number of meetings at which attendance possible
Mr Peter Haddon		4	4
Miss Alison Stewart	Selected meetings only	4	4
Mrs Lynn Jenkins		3	4
Mr Martin Sanders		4	4
Mrs Pauline Kendall		3	3
Miss Selina King		3	4
Mrs Sara Jenkins		3	4
Ms Rachel Bacon		3	3

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HOLYWELL CHURCH OF ENGLAND ACADEMY

(A company limited by guarantee)

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**Committee Name: Ethos and Pastoral Care Committee**

Objective: Sub Committee of the Main Board - ensures the Christian character of the school is upheld and addresses the care and guidance of pupils - sub set of members attend

Members:

Name of member	Number of meetings attended	Number of meetings at which attendance possible
Rev Hugh Symes-Thompson	3	3
Mr Stephen Apted	3	3
Mrs JoJo Ackroyd	3	3
Mrs Isabel Turner	3	3
Mr Peter Haddon	3	3
Mrs Heather Donellan	2	2
Miss Alison Stewart	3	3
Mrs Emma Butterwick	3	3
Ms Rachel Bacon	2	3
Mrs Sara Jenkins	3	3

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**Committee Name:**                    **Academy Business Committee**

**Objective:**                            To cover issues such as Finance, Sites & Buildings, Personnel, Health & Safety and Risk Management.

**Members:**

Name of member	Number of meetings attended	Number of meetings at which attendance possible
Mrs Elaine Cook	5	5
Mr Peter Haddon	5	5
Mr Mick McVitie	3	5
Mrs Sarah King	3	5
Mr John Spelman	1	5
Mrs Colleen Dinner	5	5

The Academy Business Committee is a sub-committee of the main Board of Trustees. The main responsibilities of the Committee are detailed in written Terms of Reference which are authorised and approved by the Governing Body annually. The main financial responsibilities include:

- coordinating the planning and budgeting processes
- the regular monitoring of management accounts
- interacting with all other committees, to advise on the appropriate means by which their requirements which have budget implications can best be met
- ensuring the annual accounts are produced in accordance with the requirements of the Companies Act 2006 and the DfE guidance issued to academies
- authorising the award of contracts over £25,000
- authorising changes to the School personnel establishment
- reviewing the reports of the Responsible Officer on the effectiveness of the financial procedures and controls. These reports must also be reported to the full Governing Body

**Committee Name:**                    **Strategy Group**

Objective:                                Sub Group of the Main Board - ensures items of a strategic nature are discussed fully outside of the main board allowing for a more lengthy and in-depth discussion - members attend as they wish, this is not such a 'set' sub group as other committees.

There were no Strategy Group meetings in 2016/17  
The slots for this group were used for extra full governing body meetings for discussion around a potential MAT and free school proposals then subsequently the new Head Teacher recruitment