

# Darlington Primary School

Minutes, Term 1 Meeting 1

Monday 27 February 2023



1.0	Welcome and apologies		
1.1	Opening and welcome Volunteer Note-taker: Naomi	Andrew	Info
1.2	Present: Adrian, Lindsay, Amy, Priya, Andrew, Naomi, Fiona (from 5pm) Apologies: Kim	Andrew	Record
1.3	Introduction of new members Our two new members are -Amy (parent rep replacing Ian) and Priya (staff rep replacing Bonnie). Melissa's position still vacant.	Chair	
2.0	Disclosure of interests	Chair	
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the Chairperson prior to the meeting to determine the appropriate way to manage the conflict.	All	Note
3.0	Minutes of previous meeting		
3.1	Review of previous meeting minutes Moved: Adrian Seconded: Naomi	Andrew	
4.0	Reports and operational matters		
4.1	Principal's report As attached Note the Principal's report Moved: Naomi Seconded: Adrian Business Plan presented Suggested additions; a summary of all the milestones together in one place for ease of monitoring a list of the meanings of the acronyms used	Andrew	Info, endorse
4.2	Finance Report As attached Motion that the finance report be noted. Moved: Naomi Seconded: Fiona	Naomi	Info, endorse note
5.0	Nominations and elections of office bearers		
5.1	Nominations for Chair: Lindsay nominated and elected unopposed.  Nominations for Secretary: Fiona nominated and elected unopposed (minute taking to be on a rotational basis)		
6	General Business	Lindsay	
	Terms of Reference Everyone please familiarise yourself with these. General discussion around the tenure and possibility of changing some of the current electees' terms to avoid the possibility of all members of the Council leaving at any one time.		

	<p>Our two new members-Amy (parent rep replacing Ian) and Priya (staff rep replacing Bonnie) are elected for the remainder of the term of the person they replaced under the Terms of Reference.</p> <p>Motion 1 The council varies the Terms of Reference so that two of the five parent positions and one of the three staff positions commence this year so that not all positions commence at the same time.  Moved: Lindsay  Seconded: Fiona</p> <p>Motion 2 For risk management purposes, to appoint Amy and Priya for a two year term rather than just 12 months.  Moved: Lindsay  Seconded: Fiona</p>		
7	Induction		
	Naomi to present overview at next meeting then have the presenters from the Leadership Institute come to a meeting next year.		
8.0	Next meeting	Chair	
	Next meeting Week 4 of Term 2 Thursday 18 May 5.00pm	Lindsay	
	Closed 6.15pm		