



Meadow View Primary School

Terms of Reference Strategic Planning Committee

Membership	
Name of Governor/Associate Member	Date Appointed to the Committee
B Vickerage (Chair of Governors, Chair of Committee)	13 September 2016
J West (Vice Chair)	13 September 2016
K Smith (Head teacher)	13 September 2016
T White (Training Governor)	13 September 2016
K Taylor (School Business Manager – Associate Member)	18 September 2018
T Keenan (Deputy Head – Associate Member)	18 September 2018
Disqualifications: Any governor or member of staff who has a business or pecuniary interest in an item for discussion or decision at a meeting must declare that interest at the appropriate time, leave the meeting and take no part in that discussion or decision.	

Chair of the Committee	B Vickerage
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Clerk to the Committee	A Blench
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Meetings	One per term
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Quorum	3 Governors
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<p>Terms of Reference This Committee is responsible for:</p> <ul style="list-style-type: none"> • Planning the structure of the governing body. • Timetabling of governing body meetings • Proposing agendas for meetings • Review of governor participation (expectations must be made clear to prospective governors). • Review of governor skills. Any gaps identified must be referred to the governor development committee. • Support for clerking arrangements
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Date Terms of Reference Originally Agreed by Governing Body	15.11.16
Last Reviewed	12.09.17
	18.09.18
Signature of Chair of Committee:-	Date:-