

## Minutes

### Balshaw's Education Foundation

Wednesday 23<sup>rd</sup> March 2016

- **Present:** M Otter (Chair)

P Banks  
P Hamman  
T Callaghan  
J Fearnley  
A Hanson  
J Venn  
N Websdell  
G Lewis  
S Haycocks

- **Opening Prayer:**

Rev. Fearnley opened the meeting with prayer

- **Apologies:** M Heaton

M Griffiths  
C Powell

- **Matters Arising:**

Three proformas for Lord Robens/Leyland & Birmingham had been circulated to the trustees prior to the meeting. The trustees unanimously agreed on the layout of proforma 1.

Further suggestions/requests by the trustees regarding layout/content were:

- Students to be referred to as candidate A, B, C etc, rather than their name to make the decision process completely objective.
- Nominations for outstanding students only with full reasons why student considered outstanding.
- Target grade as well as GCSE results to be provided.
- Separate proforma for each award.
- Lord Roben's prize to be awarded to highest achieving student against target grades (actually written in the constitution).
- Leyland & Birmingham – academic achievement together with contribution to school life and externally.

The trustees requested sight of revised proformas prior to the next meeting- **ACTION AMW**

FINANCE – a report was given by the Treasurer at this stage.

- Bank Account £1858 with two cheques totaling £700 still be presented. The cheque for £600 payable to Balshaw's will be presented at the start of the new financial year. Cheque number 100460 for £100 was probably payable to a student. Payee to be contacted – **ACTION DLN**
- Dividend income has increased by £30 over the same period last year.
- It was agreed by the trustees that Phil Hamman be appointed Secretary/Treasurer

- **Correspondence to Trustees:**

Letters of thanks received from the primary feeder schools.

- **Update on membership:**

- The Foundation has been advised by LCC that as part of their programme to reduce the number of outside bodies they support or sponsor, Balshaw's Education Foundation will no longer have a LCC appointed Trustee. M Otter will send a letter to the Charities Commission advising them of this – **ACTION MO** The Foundation will still be within the terms of the constitution for number of trustees.
- M Otter advised the Trustees that M Griffiths and C Powell have both formally tendered their resignations due to family commitments in retirement. They both wish the school and the Foundation well in the future.
- G Lewis advised members that she will not stand for re-election when her tenure ends within the next few months, due to family circumstances. She thanked Balshaw's and the Foundation for all the work they do with the young people within their care and stated how privileged she has felt to be associated with Balshaw's.
- It was proposed that J Venn and M Otter therefore take up two of these places. Members were in full agreement with this.

- **Update on Trust Fund Appeal:**

- S Haycocks reminded everyone of the reason for opening a second account.
- S Haycocks, P Hamman and M Otter have attended HSBC today to commence the account opening formalities.
- Identification and Address Verification still needs to be provided to HSBC Leyland by M Barrett and M Heaton. Once provided, this part of the account opening process will be complete – **ACTION DLN.**
- Due to regulatory tax requirements placed on banks, the National Insurance numbers of all trustees are required. National Insurance number for M Heaton is still required – **ACTION DLN**
- As with the main account, funds will be placed with CCLA through the Charities Equitable Fund. A new fund will be opened with dividends going to the new account.
- It was agreed by members that P Hamman has sole authority to transfer funds into shares.

- **Any other business:**

- Thanks were recorded to G Lewis, M Griffith and C Powell for their hard work and support to Balshaw's and the Balshaw's Education Foundation.

- **Date and time of next meeting:**

The meeting will be held at 4pm on Wednesday 21st September 2016

# Lord Robens & Leyland and Birmingham Prize



<b>Name:</b> X	<b>Date of birth:</b>
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## Achievements – in school:

Early entrant onto GCSE Exam Courses in Core Science (B grade), Astronomy (C) in Year 9 and Psychology (B).  
Performer in school productions of Grease in Year 7, Annie in Year 9 and Sound of Music in Year 11.  
Member of the very successful school netball team.  
A confident and willing assembly reader.  
Guide at open evenings.  
Assistant at Year 7 discos.

## Achievements – outside of school:

A member of Mavis Berry and Helen Allen School of Dance giving up her time generously and freely in order to guide and inspire younger girls, providing them with a positive role model.  
She is also a member of LSA Netball Club and the Under 16's LSA Netball Team

## Honours:

Senior Prefect  
X House Captain

## GCSE Results:

Astronomy – C  
Drama – A  
Design and Technology Food – A\*  
English Language – A  
English Literature – A  
History – A  
Mathematics – A  
Psychology – B  
Religious Studies Short Course – A  
Science Additional – B  
Science Core – B  
Spanish - A

**Any difficulties/adversity:**

**Head of House comments:**

X joined Balshaw's from Woodlea Junior School having enjoyed a successful Primary school career. She was a confident, intelligent and diligent pupil using her extensive talents to the full.

From the moment she joined the Balshaw's community she was keen to involve herself in all aspects of school life and was highly conscientious with regard to her studies; she was a fabulous role model and one of those students who showed maturity beyond their years. X was incredibly reliable and impressively unselfish with her time, both inside and outside of school. She has a really caring nature and is truly interested in developing others, particularly younger children. Throughout her secondary schooling her positive approach has been reflected in her excellent yearly reports and recognised at prize giving ceremonies.

X was interviewed for a senior position in school, narrowly missing out. However, that was definitely X House's gain as she was then awarded the position of House Captain; a position that was fully deserved. She carried out her duties admirably. X was an extremely well organised young lady and was able to maintain a commitment to school life and outside interests, such as Netball and Dance, as well as devoting time to academic study, an ethic which enabled her to achieve an impressive set of exam results, many above her targets. I am convinced that she has the ability and determination to succeed in life and I strongly recommend her for this award.

Head of X House