

## Minutes of the meeting held on 17th September, 2013

**Present :** Nicky Websdall, Martin Barrett, Phil Banks, Mark Heaton, Anne Hanson, Geoff Fearnley, May Griffiths, Phil Hammon, Gina Lewis, M,Otter, Tim Callaghan.

**1. Opening prayer:** Rev. Geoff Fearnley led prayers.

**2. Apologies:** Jo Venn, Carole Powell

**3. Matters arising from the minutes:** A query about a cheque which had not been cashed, confirmed that this has now been cashed.

Anne Hanson raised the issue of more information from Heads of House to help in the selection process for the Lord Robens/ |Birmingham and Leyland prizes. As this had not been provided.

Minutes were signed as a true record.

**4. Correspondence:** Letter has been received from Rosie Tootell thanking the foundation for the money she had received.

**5. Financial Report:** Phil Hammon reported a rise in the dividend for this year, see attached Financial statement for details,

A discussion ensued with regard to the amount which would be distributed in the coming year.

2012 the amount was £1,680.00

It was agreed that the sum for distribution 2013 should be £1691.00 divided as follows:

Lord Robens /Leyland & Birmingham £200.00. Awarded to Tom Briggs (Robens) , and Jessica Evans ( Leyland & Birmingham)

Three subsidiary prizes £75.00. Awarded to Matthew Petinaud, Sophie Broady and Nicole Dalton.

\*Balshaw' s £566.00

\*Five Primary schools £ 170.00 each

( \*This represents a small rise on last year.)

There was a discussion with regard to the Leyland & Birmingham Prize as the company no longer exists and does not provide the money for the prize. No decision was made and there would be further discussion at the next meeting when members would review the award title.

A sequel to the George Birtles book on Balshaw's history is in the process of being updated and it was agreed up to £200.00 be made available with consultation with the Chair Mike Otter and Tim Callaghan.

Thanks were expressed to Phil Hammon for his work on behalf of the foundation.

**8. School Fund:** As Jo Venn was not available ( school being inspected by Ofsted) a complete report was not available. It was thought that approximately £50.00 was remaining. There is the facility for the school to make application for a further grant.

**9. Matters of concern to the Trustees:**

Question was raised about the retirement of Miss Venn in 2014, and the process to appoint a new headteacher. Tim Callaghan, Chair of the Governing Body explained the process so far. A pack of information about the school and its ethos was in the process of being prepared, and the Governing Body is working on the finer details of the person specification. Anne Hanson raised the subject of the role of the Balshaw's education Foundation and it was agreed that the pack should also contain information relating to the 'foundation'.

There was a short discussion about a social event for the 'foundation'.

May Griffiths will provide copies of the original document for the Lord Robens Prize.

Copies of the Trust Deed were distributed.

**10. Date and time of the next meeting : 4.00.p.m.,18th March,2014.**

Meeting closed at 5.10.p.m.