


Members Meeting
Tuesday 17th October 2017 2.00pm
Minutes

Attendees:		Secretary:
Dr C Bastin		Mrs S Smith
Mr B Salter		
Mr R Scott		Visitors:
Mr B Sindall		

Item:		Actions:
1	<p>Purpose of Meeting To discuss and explore the current position of Trustees and Members and to outline a working relationship for the future.</p>	
2	<p>Role of Members and current structure Members are a stand-alone body and Members recognise the vital importance of being an arms-length and independent body to Trustees. Concern was acknowledged about current Members being ex senior members of the Trustee board. Discussed but agreed that the Members group could not have been started any other way, needed previous knowledge/experience in order to set up.</p>	
3	<p>Terms of Office for Members There is a strong wish amongst the current Members to finish in their roles sooner than the normal 4 year term of office. It was discussed and recognised that a transition period would be important and that a staggered finish date of current Members would be vital to ensure a smooth handover to future Members. It was agreed that in light of current changes to structures a period of stability and security is vital to the good governance of CGS. New Members will be recruited on a regular 4 yearly term.</p>	
4	<p>Election of new Trustees Members questioned the Chair of Trustees regarding concern over size of the Board – becoming quite small with some more experienced Trustees due to step down in the near future. Acknowledged as a valid concern. Succession planning is underway taking into consideration necessary skills and desire to take on a role.</p>	

5	<p>Recruitment to the Board? There was discussion about the future needs of the Board</p> <p>It was discussed and agreed that Trustees would recommend suitable prospective Trustees and the Members would formally appoint.</p> <p>It was thought helpful to draft some guidance on what the Board of CGS are looking for in prospective Trustees, considering the importance of the recognised necessary skills base. It was agreed to maintain a provisional Trustee period (one term) as an opportunity for both parties to establish whether to move to full Trusteeship.</p> <p>The Chair of Trustees plans to present a paper at the next board meeting that will consider the composition of the board, succession planning and how to strengthen links with parents.</p>	Chair of Trustees
6	<p>News from the Members It was discussed and agreed that it would be valuable for Members to produce a short summary of meetings to be distributed to Board. This could be circulated to the Board through either the Secretary in minute form, or incorporated in Chair's report.</p>	
	<p>Meeting Closed at 3pm Date of next meeting TBC</p>	

Signed:		Chair of Committee
Date:	