Core Committee Minutes

Board Meeting

Time and date		Place	
2nd March 2023 18:30pm		STM Conference Room	
Present Paul Glenn (PG) Lisa McCord (LM) Richard Pitt (RP) Sinead Smith (SS) Avril Staley (AS) Phil Richardson (PR)	 Foundation Director MAC Administration Manager Co-opt Director Senior Executive Principal Chair - Foundation Director Foundation Director	**Apologies**	

No	Topic	Discussion/comments	Action
1.	Prayers	AS welcomed everyone to the meeting and PG opened with a prayer.	
2.	Apologies	No apologies	
3.	Declaration of Interests	Nothing to declare	
4.	Matters arising & confirmation of previous minutes	Everyone agreed to the previous meeting	
5.	**CONFIDENTIAL ITEM DISCUSSED**		
6.	Feedback: Standards & Strategy Committee	RP gave an update on the Standard and Strategy committee. RP spoke about staff declaring if they have friends or close associates that could cause any conflict of interest, this information would help in the management of risk. SS explained during a Safeguarding review at St. Benedict's Adrian Over had recommended introducing a Staff Declaration form and rolling it out to all staff. A vote was taken and agreed to add staff declarations to the Code of Conduct policy with clear expectation to staff.	SS
7.	AOB	**2023/24 Provisional Support Scales** Based on the recent government release, provisional support NJC scales have also been added for 2023 with an increase across all scale points. *A vote was taken and it was agreed by all parties* for the pay award for support staff to go through from April 2023. JS to adjust the budgets and notify EPM of the changes. **Vice Chair appointment** AS advised she would like to step down as the Chair, due to her work commitments. A vote was taken for a replacement Chair, PR put himself forwarded and Avril	JS

		second this. Avril put herself forward for the role as Vice Chair and Paul Glenn Second this. LM to update Company house, Get information about schools and the website. PR to write to staff introducing himself as the new Chair. Discussion took place to look for other members to join the Board. **ESC member application** form for St. Francis Tsenolo Lerotholi – Sexton, all agreed to the application. AS to notify RT at the Diocese.	LM PR AS
	Confidential item discussed **Confidential item discussed** **Confidential item discussed**		
8.	Next meeting date	30th March 2023	

Signed:

Print Name: Phil Richardson

Position: Chair of the Board

Date: 08.03.23