

**COTTENHAM PRIMARY SCHOOL GOVERNING BODY**  
**PUBLICATION OF GOVERNORS' DETAILS AND REGISTER OF INTERESTS 2024-25**

**CURRENT GOVERNORS**

| Full Name         | Category of Governor | Appointing Body (in accordance with the Instrument of Government) | Date of Initial Appointment | Current Term of Office  | Committees Governor Serves On           | Positions of Responsibility              | Relevant Business/Pecuniary Interests   | Governance roles in any other educational establishments | Relationship between Governors and members of the school staff (including spouses, partners or relatives) |
|-------------------|----------------------|---|-----------------------------|-------------------------|---|--|---|--|---|
| James Kilsby      | Head Teacher         | Ex-officio  | 16/04/2007                  | n/a                     | Standards, Finance, Personnel           | -  | None  | None   | None  |
| Lynda Davies      | Co-opted             | Governing Body  | 17/05/2021                  | 17/05/2021 – 16/04/2025 | Premises, Personnel                     | Chair of Personnel & Premises committees | None  | None   | None  |
| Leonie Meyer      | Co-opted             | Governing Body  | 26/11/2024                  | 26/11/2024 – 25/11/2028 |   | -  | None  | None   | None  |
| Kate Redman       | Co-opted             | Governing Body  | 13/09/2021                  | 13/09/2021 – 12/09/2025 | Personnel, Premises                     | -  | None  | None   | None  |
| Sarah Robinson    | Co-opted             | Governing Body  | 28/3/18                     | 3/10/22 – 2/10/26       | Personnel, Premises                     | Vice-Chair of GB                         | UEA sessional lecturer; Health Innovation East; NIGR ARC East of England; HCPS panel member | None   | None  |
| Jess Scott        | Co-opted             | Governing Body  | 19/9/16                     | 14/9/24 – 13/9/28       | Standards, Finance, Personnel, Premises | Deputy Headteacher, CPS                  | None  | None   | None  |
| Martina Turner    | Co-opted             | Governing Body  | 19/9/16                     | 14/9/24 – 13/9/28       | Finance, Personnel, Premises            | CPS Business manager                     | None  | None   | None  |
| Lee Welham        | Co-opted             | Election  | 9/12/2015                   | 9/12/2023 – 8/12/2027   | Finance                                 | Chair of Finance Committee               | None  | None   | None  |
| Alexandra Addyman | Parent               | Election  | 22/11/22                    | 22/11/22 – 21/11/26     | Standards                               | Vice-Chair of GB                         | Astra Zeneca – Senior Scientist   | None   | None  |
| Martin Brammah    | Parent               | Election  | 22/11/22                    | 22/11/22 – 21/11/26     | Premises                                |  | Sweco UK – National Ecology Lead  | None   | None  |
| Amy Brewer        | Parent               | GB in absence of candidates                                       | 21/11/23                    | 21/11/23 – 20/11/27     | Personnel, Premises                     | Equality link governor                   | OCR Cambridge University Press & Assessment –   | None   | None  |

|                 |        |                             |          |                     |                    |  |  |      |      |
|-----------------|--------|-----------------------------|----------|---------------------|--------------------|--|--|------|------|
|                 |        |                             |          |                     |                    |  | Science Subject Advisor                                |      |      |
| Lettie Buxton   | Parent | GB in absence of candidates | 7/12/23  | 7/12/23 – 6/12/27   | Standards          | Link governor for vulnerable/disadvantaged children    | Chesterton Community College – Assistant Headteacher   | None | None |
| Ruth Fairbairn  | Parent | GB in absence of candidates | 21/11/23 | 21/11/23 – 20/11/27 | Personnel          | Child Protection & Safeguarding Link                   | Front Foot Creative – Media/Comms (Husband – Director) | None | None |
| Nicholas Palmer | Parent | Election                    | 22/11/22 | 22/11/22 – 21/11/26 | Finance, Standards | Chair of Standards Committee, Assessment link governor | Ashtons Legal, Partner                                 | None | None |
| Fran Halls      | Staff  | Election                    | 14/11/16 | 14/11/24 – 13/11/28 | Premises           | -  | None   | None | None |
| Simon Gibbons   | LA     | Governing Body              | 14/11/16 | 14/11/24 – 13/11/28 | Standards, Finance | Chair of GB  | None   | None | None |

#### PREVIOUS GOVERNORS (SERVED AT ANY POINT OVER THE PAST 12 MONTHS)

| Full Name   | Category of Governor | Appointing Body (in accordance with the Instrument of Government) | Date of Initial Appointment | Date Stepped Down | Committees Governor Serves On | Positions of Responsibility | Relevant Business/Pecuniary Interests | Governance roles in any other educational establishments | Relationship between Governors and members of the school staff (including spouses, partners or relatives) |
|-------------|----------------------|---|-----------------------------|-------------------|-------------------------------|-----------------------------|---------------------------------------|--|---|
| Daniel Cook | Co-opted             | Election  | 1/7/19                      | 31/07/2024        | Personnel, Finance            | Equalities Link             | Rapleys LLP – surveying (Partner)     | None   | None  |

#### POINT OF CONTACT FOR GOVERNING BODY

|               |                              |
|---------------|------------------------------|
| Name of Clerk | Beth Stevens                 |
| Contact email | clerk@cottenham.cambs.sch.uk |

## **Structure of the Governing Body**

The school is a community school and it reconstituted in line with statutory guidelines on 1 December 2017.

On 27 January 2025 there are 16 appointed governors and no vacancies:

- 1 x Head Teacher
- 7 x Co-opted governors (of which 2 are members of staff)
- 6 x Elected parent governors
- 1 x Elected staff governor.
- 1 x LA governor

The term of office of all governors (other than the headteacher) is four years

This instrument of government came into effect on 1 December 2017.

The Governing Body has established committees to which it delegates day to day responsibility for the oversight of various aspects of the running of the school: the Standards committee, the Finance committee, the Personnel committee and the Premises committee. The Terms of Reference for the committees which detail their remits and also the Standing Orders and Code of Practice for the Governing Body can be found on the school website.

**COTTENHAM PRIMARY SCHOOL GOVERNING BODY**  
**ATTENDANCE RECORD AT GOVERNING BODY AND COMMITTEE MEETINGS FOR THE ACADEMIC YEAR 2024–25**

| Full Name         | Category of Governor | FULL GOVERNING BODY MEETINGS |                  |                 |               |             |              |
|-------------------|----------------------|------------------------------|------------------|-----------------|---------------|-------------|--------------|
|                   |                      | 16 September 2025            | 25 November 2024 | 3 February 2025 | 17 March 2025 | 12 May 2025 | 23 June 2025 |
| James Kilsby      | Head Teacher         | ✓                            | ✓                |                 |               |             |              |
| Lynda Davies      | Co-opted             | ✓                            | A                |                 |               |             |              |
| Leonie Meyer      | Co-opted             | n/a                          | n/a              |                 |               |             |              |
| Kate Redman       | Co-opted             | F                            | ✓                |                 |               |             |              |
| Sarah Robinson    | Co-opted             | ✓                            | ✓                |                 |               |             |              |
| Jess Scott        | Co-opted             | ✓                            | ✓                |                 |               |             |              |
| Martina Turner    | Co-opted             | ✓                            | A                |                 |               |             |              |
| Lee Welham        | Co-opted             | A                            | F                |                 |               |             |              |
| Alexandra Addyman | Parent               | ✓                            | A                |                 |               |             |              |
| Martin Brammah    | Parent               | ✓                            | A                |                 |               |             |              |
| Amy Brewer        | Parent               | ✓                            | ✓                |                 |               |             |              |
| Lettie Buxton     | Parent               | A                            | ✓                |                 |               |             |              |
| Ruth Fairbairn    | Parent               | ✓                            | ✓                |                 |               |             |              |
| Nicholas Palmer   | Parent               | ✓                            | ✓                |                 |               |             |              |
| Fran Halls        | Staff                | ✓                            | ✓                |                 |               |             |              |
| Simon Gibbons     | LA                   | ✓                            | ✓                |                 |               |             |              |
|                   |                      |                              |                  |                 |               |             |              |
|                   |                      |                              |                  |                 |               |             |              |

**Attendance key:**

✓ = Attended

A = Absent with the consent of the governing body (apologies accepted)

F = Failed to attend or Absent without the consent of the governing body

n/a = no longer a member of governing body (or wasn't a member when the meeting occurred)

No meeting: meeting did not take place; necessary items discussed by email.

| Full Name         | Category of Governor | STANDARDS COMMITTEE MEETINGS |                  |                 |              |               |             |
|-------------------|----------------------|------------------------------|------------------|-----------------|--------------|---------------|-------------|
|                   |                      | 30 September 2024            | 11 November 2024 | 13 January 2025 | 3 March 2025 | 28 April 2025 | 9 June 2024 |
| James Kilsby      | Head Teacher         | ✓                            | ✓                | ✓               |              |               |             |
| Jess Scott        | Co-opted             | ✓                            | ✓                | ✓               |              |               |             |
| Alexandra Addyman | Parent               | ✓                            | ✓                | ✓               |              |               |             |
| Lettie Buxton     | Parent               | F                            | ✓                | A               |              |               |             |
| Nick Palmer       | Parent               | ✓                            | ✓                | ✓               |              |               |             |
| Simon Gibbons     | LA                   | A                            | ✓                | ✓               |              |               |             |
|                   |                      |                              |                  |                 |              |               |             |

| Full Name       | Category of Governor | FINANCE COMMITTEE MEETINGS |                  |                 |              |               |             |
|-----------------|----------------------|----------------------------|------------------|-----------------|--------------|---------------|-------------|
|                 |                      | 14 October 2024            | 18 November 2024 | 13 January 2025 | 3 March 2025 | 28 April 2025 | 9 June 2024 |
| James Kilsby    | Head Teacher         | ✓                          | ✓                | ✓               |              |               |             |
| Martina Turner  | Co-opted             | ✓                          | ✓                | ✓               |              |               |             |
| Jess Scott      | Co-opted             | ✓                          | ✓                | A               |              |               |             |
| Lee Welham      | Parent               | ✓                          | ✓                | ✓               |              |               |             |
| Nicholas Palmer | Parent               | ✓                          | ✓                | ✓               |              |               |             |
| Simon Gibbons   | LA                   | ✓                          | ✓                | ✓               |              |               |             |
|                 |                      |                            |                  |                 |              |               |             |

| Full Name      | Category of Governor | PERSONNEL COMMITTEE MEETINGS |                  |                 |              |            |              |
|----------------|----------------------|------------------------------|------------------|-----------------|--------------|------------|--------------|
|                |                      | 4 October 2024               | 15 November 2024 | 17 January 2025 | 7 March 2025 | 2 May 2025 | 13 June 2025 |
| James Kilsby   | Head Teacher         | A                            | ✓                |                 |              |            |              |
| Lynda Davies   | Co-opted             | ✓                            | A                |                 |              |            |              |
| Martina Turner | Co-opted             | ✓                            | ✓                |                 |              |            |              |
| Jess Scott     | Co-opted             | ✓                            | ✓                |                 |              |            |              |
| Kate Redman    | Co-opted             | A                            | ✓                |                 |              |            |              |
| Sarah Robinson | Co-opted             | A                            | ✓                |                 |              |            |              |
| Amy Brewer     | Parent               | A                            | ✓                |                 |              |            |              |
| Ruth Fairbairn | Parent               | ✓                            | F                |                 |              |            |              |

| Full Name      | Category of Governor | PREMISES COMMITTEE MEETINGS |                  |                 |              |            |              |
|----------------|----------------------|-----------------------------|------------------|-----------------|--------------|------------|--------------|
|                |                      | 4 October 2024              | 15 November 2024 | 17 January 2025 | 7 March 2025 | 2 May 2025 | 13 June 2025 |
| Lynda Davies   | Co-opted             | ✓                           | A                |                 |              |            |              |
| Martina Turner | Co-opted             | ✓                           | ✓                |                 |              |            |              |
| Jess Scott     | Co-opted             | ✓                           | ✓                |                 |              |            |              |
| Kate Redman    | Co-opted             | A                           | ✓                |                 |              |            |              |
| Sarah Robinson | Co-opted             | A                           | ✓                |                 |              |            |              |
| Amy Brewer     | Parent               | A                           | ✓                |                 |              |            |              |
| Martin Brammah | Parent               | ✓                           | F                |                 |              |            |              |
| Fran Halls     | Staff                | A                           | F                |                 |              |            |              |
|                |                      |                             |                  |                 |              |            |              |

Last updated 27 January 2025.