



The Cornovii Trust - Members Terms of Reference and Membership as of September 2024

MEMBERSHIP			
No.	Name	Role/Position on Members Board	Area of expertise
1	Julian Brooks	Link Member Finance & Audit committee	Finance
2	Edwin Forshaw	Link Member Standards committee	HR
3	Naomi Willoughby-Foster	Link Member Standards committee	Legal – Practicing Solicitor
4	Corporate Member – Chester Diocese Board of Education		Diocesan/Faith representative
5	Sajida Habib		Legal – Practicing Solicitor

A quorum of TCT Board of Members shall be **three**.

- TCT meetings will be chaired by the Chair
- The position of Chair will be filled on an annual basis following an annual election within the Members Board
- In the Chair's absence another Member will chair the meeting on his/her behalf
- See Members Role description.

Meetings

The Members shall meet as often as is necessary to fulfil their responsibilities and not less than twice in every school year. The Clerk will record minutes of meeting in sufficient time for inclusion on the agenda and among the supporting papers for the next meeting of the Members Board.

Agendas & Supporting Papers

The Clerk shall circulate in advance an agenda for each meeting, together with any supporting papers, in order to give all Members sufficient time to familiarise themselves with the papers.

Decisions

Decisions may only be taken by the Members Board. Each question shall be determined by a majority of votes of the Members present and voting on the question. Every Member will have one vote. Where necessary, the Chair will have a second or casting vote.