

SCHEDULES

SCHEDULE 1

INSTRUMENT OF GOVERNMENT

Minutes

14.—(1) Subject to sub-paragraph (2), at every meeting of the Corporation and of any committee of the Corporation, the minutes of the last meeting must be taken as an agenda item and, if agreed to be accurate, those minutes must be signed as a true record by the chair of the meeting.

(2) Sub-paragraph (1) does not require the minutes of the last meeting to be taken as an agenda item of a special meeting called under paragraph 11(4) but where they are not taken as an agenda item of such a meeting, they must be taken as an agenda item at the next meeting which is not called under paragraph 11(4).

(3) Separate minutes must be taken of those parts of meetings from which the Clerk, Principal or staff or student members have withdrawn in accordance with sub-paragraphs (5) to (9) of paragraph 13 and such persons are not entitled to see the minute of that part of the meeting or any papers relating to it.