

MINUTES

Full Governing Body

St David's C of E Primary School

22nd September 2015 at 5pm

Members

Dr M Lewis (Chair) (ML)

Mrs F Brinicombe (Headteacher) (FB)

Miss T Tyerman (TT)

Mr P Lavers Mason (PLM)

Mrs D Goodwin (clerk) (DG)

Mrs L Berry (LB)

Mrs K Todd-Jenett (KJ)

Rev T Honey (TH)

Mr R Sloman (RS)

		Action
1	Welcome & Apologies Apologies received and accepted from W Higbee	
2	Declaration of Pecuniary Interest in any agenda item None declared Register of Business Interests This had been completed following Reconstitution in May and does not need to be reviewed for another 12 months. The register is on the school website	
3	Election of Chair –ML proposed that the existing structure for Chair, Vice Chair and Committees stay in place until the end of this term, pending the outcome of consultation re Academy conversion. This was agreed.	
4	Election of vice chair – see Item 3	
5	Membership of Committees – see Item 3.	
6	Approval of the minutes of previous meeting on 7 th July 2015 Agreed	
7	Matters arising not covered in agenda <ul style="list-style-type: none"> HT report on PPG would be presented to T & L ML asked about Tea with the Vicar. FB said this had been very successful. She added that a full report would be given to T & L. (TH joined the meeting at this point). TH said that the children had looked at the School Values and had suggested bible Stories to match these. He had given further suggestions. A list had now been drawn up and distributed to all classes. TH said that funding for projects could be obtained from St Wilfrid's Trust. FB said she was looking into this. TH said that he had been in contact with ICE who had offered to come into school. He said he would ask them to contact FB Governor Profiles – still outstanding. Please can all governors check their profiles and send any amendments to TT Governor Induction WH to forward pack to FB – still outstanding All Governors to read Part 1 of Safeguarding Guidance – ML reminded all Governors that they should read this. LB asked if Safeguarding training scheduled for start of term had been rescheduled. ML said it was now taking place on 7/10. All Governors to advise KM or JB if they are able to attend. Staff to explain homework policy to parents at consultation meetings. – done at first meeting of term 	FB FB TH All WH All All
8	Correspondence and Action Required Email received from K Hamilton, Company Secretary to PAT inviting all Governors to Networking event on 17/11 at Tiverton Hotel. This clashes with date of T & L but this will be rearranged. DG attended PAT Clerks meeting on 17/9. Very useful briefing on new Admissions Policy and possible effects on Summer Born children. Also useful info on Governing Body structure under PAT. Each school has Local Governing Body (LGB) which has 7 members; 2 staff (inc HT), 2 parents, 2 Foundation plus 1 other. Meetings held once a term and follow set pattern. Each Governor is given a responsibility; Safeguarding, SEND, Website Compliance, H & S and has to prepare report on their responsibility in advance of each meeting. Very useful Handbook given to all Governors.	

9 9.1	<p>Chairs Report School Futures</p> <ul style="list-style-type: none"> ML said that she and FB had met with the Diocese Board of Education to present the case for conversion to an Academy. She said they had been satisfied with the school's case for conversion and the proposed structure of Governance and had given approval. They will write to the governors to formally give their approval. Consultation Letters had now gone out to all staff, parents and other interested parties. Meeting with Unions 30/09 at 3pm Meeting with Staff re TUPE 30/09 at 4pm Meeting with parents 30/09 at 6pm 20/10 Extraordinary meeting of FGB to discuss feedback from Consultation and make decision <p>Playground</p> <ul style="list-style-type: none"> ML thanked PLM for his work overseeing the Primary Spaces project over the Summer Holiday. The new playground had been received with great excitement by the children and parents. A press release had been sent to the Express and Echo. PLM said there were still a couple of outstanding issues which need to be rectified but generally the building team had been very good. He gave thanks to Mrs Braddick for her work in organising the project. 	
10	<p>Headteachers Report Term has started well. 107 on roll – some places available in Yrs 1 and 6. 23 children in Foundation (PAN 15) 40% of new intake are EAL children PLM asked if extra resources were available to help these children. FB said that books were available. These were kept at St Sidwells which has the highest intake of EAL children but these could be borrowed. ML suggested that the ability to speak Polish would be an asset for any new TA appointment, as this represented the largest EAL language group in the school. 4 new children had joined Yr 6. FB said that EAL across school was now 34%. KT asked about the number of children entitled to free school meals. FB said that this number was still unknown as work was ongoing to encourage those entitled to support to register. KT said that the most recent Gold Sheet had mentioned a research project involving families entitled to Free School Meals. FB said she would look at this to see if it was of interest to the school ML asked about RAISE Online. FB said this would be published in November and would be presented to T & L.</p>	<p>FB</p> <p>FB</p>
11	School Improvement Plan – FB said this would go to T & L for discussion	FB/T&L
12	<p>Budget Update- DG circulated copies of latest Budget update. FB said that it was now presented in a new format. ML asked if UIFSM would continue. FB said this was uncertain at present. DG said a decision might be made as part of the Government Autumn Spending Review. ML queried the Supply staff overspend. FB explained that Supply Staff had been required to cover Staff resignation in Early Years. This was not covered by Insurance. ML asked if the Projector had been replaced. This was confirmed RS asked about Music provision. FB said this money had come from the LLC. ML asked for the paperwork to be sent to Chris Hill. It was agreed that CH would meet with JB at least two weeks before Resources Committee so that budget was prepared in good time for the meeting. TT was asked to organise the meeting.</p>	<p>TT</p> <p>TT</p>
13	Safeguarding – no referrals to MASH.	
14	<p>Governor Visits and Training TH Sports Day and Assemblies LB – Leaver's Assembly PLM – talk to children about Safety on Building Sites DC has done PREVENT training ML – regular visits to school (usually weekly)</p>	
15	<p>Policies Pay Preventing Radicalisation Policy ML said these were Statutory policies and had been noted. All governors were asked to read the draft Prevent Policy which was on the school website under key documents. If conversion goes ahead most policies would be dealt with by PAT with copies on the school website.</p>	All
16	Date of next meetings	

	Pay Committee 13 th October Extraordinary meeting FGB 20 th October Resources 10 th November PAT Governors Event 17 th November Teaching and Learning 1 st December FGB 15 th December	
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