



Minutes – Full Governing Body (FGB) meeting

Tuesday 17th January at 4.30pm

Attendees:

Governors: Jackie Ferguson (JF), Lee Poultney (LP), Lesley-Anne Avis (LAA), Lisa Fielder (LF), Alex Stutely (AS), Gavin Morris (GM), Alison James (AJ) and Dee Hope (DH).

Clerk: Janet Ellis (JE)

1. Welcome and apologies

There were no apologies and JF stated that she would contact Mrs Franks who had recently resigned from the Governing Board.

2. Declaration of interests / Governor duties / Chairs Actions

No interests were declared and FGB were reminded of their statutory duties.

Chairs Actions – See confidential minute

LP joined the meeting

3. Governing Board Matters

JF left the meeting

3.1 JF's Co-opt role

LAA informed FGB that JF's term of office expires on 4.3.23, so they were required to discuss and vote on her re-appointment. After discussion, the Board unanimously agreed to re co-op JF onto the Board for another four year term.

JF re-joined the meeting

3.2 Co-opt vacancies

LAA informed FGB that she had spoken to a potential new Governor who had subsequently submitted his CV and an application form.

FGB discussed his credentials and JF agreed to meet with him prior to a vote taking place. FGB asked JF to enquire as to his GDPR knowledge as this was an area of skill required on the Board.

3.3 English link Governor

The FGB discussed the vacancy in this role, since Mrs Franks had resigned; after discussion it was agreed that GM would take on this role and AJ would take over the Special Educational Needs and Disability (SENd) link role. LAA volunteered to accompany AJ on her first SENd visit if required.

LAA noted that she was amending the pre-visit form and this would be issued to all Governors once complete.

Actions

JF Meet with potential new Governor

End Jan

LAA Change the pre-visit form

Complete

4.0 Approval of the minutes from the previous meeting and Matters Arising

4.1 The minutes from the FGB on 26th September 2022 were approved by the FGB and signed by JF as Chair.

Website review – has been completed by DH

Trees / tree photo – LP will update photos when there are some better photos available

5. Heads report incorporating School Development plan (SDP)

5.1 Overview of Heads report

LP took the FGB through the Heads report noting the increase in SENd pupils at the school and the impact of this and the increase in parental involvement which was positive, but still required improvement especially for learning interactions. He also reminded Governors that a new Attendance policy was in operation at the school and although attendance had been lower than wanted this had largely been due to illness in the Autumn term.

5.2 Leadership and Management

LP informed the FGB that leadership at levels was being developed and LF was continuing with the Early Years Expert Programme, assisting other schools. He commented this provided a new and different perspectives on Early Years which was beneficial to the school, as was the leadership experience for LF.

LP explained that Miss Pearson was progressing well with her SENd training and had received support from the Local Authority.

The FGB discussed the use of Forest school, which now had two leaders, JF stated that she would like this to be considered for Wraparound children and also to increase the time allocated to pre-school children if timetabling allowed.

LP informed the FGB that the TED day had included a section on work-life balance to address the concern regarding teacher workload and commented that the new Maths resources were saving some time for teachers. **JF enquired whether teachers could share planning resources** and LP remarked this was possible to an extent as they could use the basis of previous planning from year to year.

LP noted that a parents meeting had taken place and several actions had happened as a result and he was now awaiting a communication from the 'Friends' to review as the next step. The FGB asked that photos of the recent Young Voices event be posted on the Broadway noticeboard, LP agreed to do this.

5.3 Quality of Education / Early Years

LP informed FGB that he was encouraging staff to further utilise Accelerated Reader to help improve outcomes and they were pushing for increased Greater Depth results in Maths, noting that the school were involved in two GLOW projects at the moment. LF remarked that Maths was working well in Class 1, although this was just about numbers. LP noted that teachers had received Quality First training.

JF enquired as to the status of EHCP funding for pupils and LP explained that due processes were taking place.

FGB noted the progress being made by SENd pupils and Early years and that generally learning retention rates were improving, which were being demonstrated by listening to 'pupil voice'.

5.4 Safeguarding and SENd

LP noted that separate reports had been issued prior to FGB.

5.30 LF left the meeting

6. Quality committee update

LAA briefed the FGB on the recent meeting, explaining that the main information sources for these meetings were a Main data report covering the key areas of Maths, Writing and Reading and a Foundation report which covered all other topic areas. LP noted that the Foundation report was written by the subject leads

The strain on resources and the potential impact on the schools data from the increase of Pupil Premium children was acknowledged and FGB briefly discussed the management and constraints on the budget for these children. LP reminded FGB that the Pupil Premium plan was already written and being executed.

5.51 DH left the meeting

7. Finance and premises committee (FPC) update

AS took the FGB through the detail of the previous two meetings, one of which was an Extraordinary meeting which had approved the purchase of 20 new laptops for the school.

With regards to the normal FPC, AS explained that the committee had considered a 3-year plan with different scenarios being outlined; he highlighted the healthy budget position for all scenarios. He informed FGB that a walkaround of the school was planned for 26th January to discuss potential longer term projects.

FGB discussed pupils numbers and the potential new housing development in the village which may provide additional children for the school. FGB agreed that the situation with the use of the Children's Centre needed to be clearer before any major long term decisions were made.

AS also noted the FPC had discussed a new Finance policy, noting there were several actions which had arisen from this discussion.

8. Policies

The SEND and Pay policies were approved without amends and LP agreed to post the SEND policy on the website.

LAA noted a minor amend required on the Online safety policy in section 11 and LP agreed to change this and upload to the website.

Data protection – LP stated that the policy would be reviewed with the new service provider in due course.

Actions

LP	Post up Young Voices on Bway noticeboard	End Jan
LP	Amend policies and post on website (SEND and online safety only)	End Jan

9. Government White paper on academies

JF provided a de-brief from the meeting which she and LP had attended that afternoon hosted by Jeff Marshall, a consultant on academies. She commented that she would provide an update from the meeting and FGB agreed to form a committee to consider the implications and next steps required. LAA volunteered to organise this committee which would comprise of LAA, LP, JF, GM, AJ and AS.

Actions

LAA	Organise a White paper committee	End Jan
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Next meeting – 27 April 2023 at 4pm