



Full Governing Body Meeting

Monday 30th January 2017

Chaired by: Jill Skidmore

Clerked by: Laura McNulty

Present: Jill Skidmore (JS) Chair; Karen O'Connor (KO) Headteacher; Sharon Redfern (SR); Mary Teeboon (MT); Sarah Bellicoso (SBe); Caroline Boam (CB); Cat Labio (CL); Caroline Payne (CP); Sue Bamping (SBam); Simon Bates (SBat); Helen Smith (HS); Andrea Kirkland (AK) and Laura McNulty (LM) Clerk;

Action:

052 16/17 **Introduction and Welcome**
The meeting started at 7:30pm. JS welcomed all to the Governing Body meeting with a special welcome to AK, our new Parent Governor. JS asked SBam to please say a short prayer to start the meeting in the ethos of the school, which she complied with.

KO noted the question posed to Governors at the top of the agenda. Governors discussed what they knew about the schools weaker areas judged in the last Ofsted report, and how improvements have been made. SR answered extremely fully and gets full marks! – Ofsted reported that the school was weak in the area of marking, and the school has since implemented a colour based marking system which the children find useful and constructive.

Governors all completed the 'Governor Financial Management Skills Rating System' forms and returned to KO

053 16/17 **What we are hoping to achieve this evening**
Governors agreed that it was hoped that this meeting would be brief and productive.

054 16/17 **Any other business**
KO has two items.

055 16/17 **Apologies**
All present. No apologies.

056 16/17 **Governing Body Membership**
The Governing Body is presently complete.

057 16/17 **Declaration of Business Interests**
AK completed the 'Declaration of Pecuniary and Personal Interest' form.

There were no declarations of business interests in this meeting.

058 16/17 **Minutes of previous meeting**
Minutes of the meeting held on 28th November had been previously distributed. The minutes were agreed as correct and signed by JS.

Agreed

059 16/17 **Confidentiality**
Governors agreed that text from the Personnel Committee feedback should be marked as confidential.

Agreed

060 16/17 **Matters arising and actions**
(113 14/15) Consider purchase re B Gregory – 'Bill's Bell'. Matter still outstanding.
(011 16/17) Speak to DCC re contract for LR – completed and discharged.

(013 16/17) Add Homework Policy to website – completed and discharged.

061 16/17

Committees:

Curriculum Committee – Chair HS

HS talked through the minutes which were agreed and signed by HS and JS. The Chair has changed from SBam to HS. The committee recommended the following policies for approval:

- ICT/Computing
- E-Safety
- English
- Race & Equality
- Playtime
- Behaviour

All policies had previously been distributed to all Governors, who unanimously agreed to accept these. HS also noted that 'Prevent' training was recommended. KO to locate training.

**Agreed
KO**

Finance Committee – Chair JS

JS talked through the minutes which all committee members agreed as correct. JS signed the minutes. New financial limits have been set. The committee recommended the following policies for approval:

- Terms of Reference
- Roles & Responsibilities
- Financial Regulations

Governors unanimously agreed to accept these.

Agreed

Personnel Committee – Chair JS

The Personnel Committee had not met but KO provided a typed update. Governors were asked for agreement with point 1 – renewal of contract. Governors unanimously agreed.

Agreed

Buildings, Health and Safety Committee – Chair SBat

SR talked through her report following a H&S 'walk-around'. Various small issues were spotted. SBam asked when and how could school fund the suggested improvements. KO explained that once numbers for September and the April budget had been confirmed then new purchases could be discussed. KO to bring suggestions for new furniture and blinds to the next committee meeting. Governors thanked SR for her time and the useful report.

KO

062 16/17

Headteacher's Report

KO talked through the report which had been previously distributed. Since distributing the report 2 new children have applied for places in year 3 from February half term. NOR will then be 53. There may be some change to how the classes are split from September, to make the most of the space with some very large and other much smaller year groups. KO will discuss if necessary, nearer the time. Attendance has improved since the last FGB meeting. Governors discussed perceived best practice for routines at the start and the end of the school day.

HS left the meeting at 8:30pm

063 16/17

Sports Funding and Pupil Premium

Sports Funding

Active Sports are providing 5:60 sessions on the importance of 60 minutes of exercise daily.

Pupil Premium

The PP strategy plan is now in place with booster sessions and small group activities. It is early days but the general feeling is positive with pupils being more engaged with learning. KO will provide data for the next FGB meeting.

KO

064 16/17	<p>Policies Staffing was deferred to the March meeting. The following had been previously distributed and were accepted and adopted by Governors without amendments:</p> <ul style="list-style-type: none"> • Acceptable Use of ICT • Critical Incident Plan <p>The Critical Incident Improvement suggestions are to be completed by the autumn term, followed by a staff run-through of procedures.</p>	Agreed
065 16/17	<p>School Improvement Plan Previously distributed, KO talked through progress to date. There has been cluster training and staff input on reading with excellent progress made. There will be termly parents information evenings 'drip-feeding' changes and new terminology.</p>	
066 16/17	<p>Benchmarking KO distributed benchmarking data comparing Taddington to other schools. Governors discussed the differences. It was generally agreed that the data is of minimal relevance. KO offered to bring benchmarking data to the July FGB meeting comparing this academic year at Taddington with previous periods. Governors agreed that this could be far more useful.</p>	KO
067 16/17	<p>Chairs Report Nothing to report.</p>	
068 16/17	<p>Extended Services / Explorers CP talked through recent progress. The club is generally well attended, and is OK financially thanks to the inclusion of the sports sessions. Without this it would not break even. Finances and fundraising are being closely monitored. CB asked if there had been any attendance interest from other schools? CP replied that there had but transport between sites was proving a problem.</p>	
069 16/17	<p>Parent View KO distributed graphs showing percentage answers to questions as there has now been eleven responses (minimum required for reporting is ten). Governors discussed the responses, especially those that were considered to be less positive. It was noted that it is a shame that due to the anonymity, the concerns can not be directly followed-up.</p>	
070 16/17	<p>Governor Photos Replacement/new Governor photos are still required for the board in school. KO to bring a camera to the March meeting.</p>	KO
071 16/17	<p>Lettings Governors agreed that the hall could continue to be used by Explorers at no cost. Governors are aware that this usage does cost the school in the form of energy and heating. Governors are supportive of Explorers, and will continue to review this annually in line with Explorers financial situation.</p>	Agreed
072 16/17	<p>Budget Discussed in detail by the finance committee and duly reported back to FGB.</p>	
073 16/17	<p>Private School Fund (PSF) The PSF accounts require auditing for the last academic year. KO to try and find a willing auditor and bring back to FGB once complete.</p>	KO
074 16/17	<p>Schools Financial Value Standard (SFVS) KO talked through last year's return and recommended that the finance committee discuss any changes and bring back to FGB in March. Governors agreed.</p>	KO

- 075 16/17 **Virements, Approvals, Disposals and Inventory**
KO requested that all items on the inventory with a value of less than £150 be written off. Governors unanimously agreed. **Agreed**
- 076 16/17 **SEND**
Covered in Headteacher's Report.
- 077 16/17 **Safeguarding**
KO reminded Governors of the briefing in school on 20th February – 10am, and the same briefing at Peak Dale school on 10th July – 4pm. All are welcome to attend.
- 078 16/17 **Governor Visits**
Thanks to all Governors who have visited. KO thanked HS and SBam for attending the 'book at bedtime' event.
- 079 16/17 **Correspondence and Information for Governors inc Training**
KO sent an email to all Governors with reference to the updated Governors Handbook. The email included briefing notes and a link to the .gov website. Governors are reminded not to print the handbook as it is regularly updated, and extremely prodigious.

KO mentioned to Governors that there is training at Burbage School on the Roles and Responsibilities of Governors on the 5th April from 6-8pm. Please let KO know if interested in attending.
- 080 16/17 **AOB**
First item – MOU
A Memorandum of Understanding (MOU) has been issued by the MAT team with reference to the support offered to parents – attendance, health, child protection, counselling, mentoring, parenting courses... School have a statutory obligation to provide these services. The DCC service is £509 per year and they are requesting that schools 'buy-in' for a minimum of three years to give stability for their staff. There would be a three month 'get-out' clause. KO mentioned that it is possible that the cluster could offer something similar. Governors felt that the DCC package offered a better, more 'whole' option. Governors unanimously agreed to purchase the package for three years. **Agreed**

Second item – Performance Management

KO and SBe left the room.

***** Confidential item removed *****

What have we achieved that will make a difference to the children in our school?
A thorough meeting and the renewal of useful policies (and nice biscuits again)!

The meeting ended at 9:55pm.

Date of next meetings: **Monday 27th March 2017**
Monday 22nd May 2017
Monday 17th July 2017

All meetings start at 7:30pm and are held in Taddington School.