

Newbold & Tredington Church of England Voluntary Controlled Primary School

**Minutes of the Full Governing Body meeting on
Tuesday 1st October 2019 at 7:00pm
held at Manor Farm Road, Shipston-on-Stour CV36 4NZ**

Start time: 19.00

Finish time: 20:50

Constitution	Present	Absent/Apologies
Head Teacher	Mrs Samantha Welsby	
Chair of Governors	Mr Dave McWhirter	
Vice Chair	Mrs Alex Balzaretta	
Parent Governor	Ms Natalie Hufton	
Community Governor		Mr Barney Hatch
Staff Governor		Ms Natalie Walsh
Parent Governor		Mr John Sherington
Parent	Mrs Laura Allison	
Foundation Governor	Mrs Sian Jones	
Foundation Governor		Rev Chris Goble
Clerk	Mrs Kerrie Flippance	
New Clerk (Observing)	Catherine Chatterton	

1	Welcome and Prayer SW opened the meeting with a prayer.	
2	Apologies Apologies were received and accepted from BH; NW; JS and Rev CG.	

3	<p>Welcome new parent Governors</p> <p>KF explained the Declarations of Interest Forms which would be distributed at the next meeting and next steps for governors and the new clerk CC.</p> <p>SW informed governors that Gaynor would need a data of birth in order to set up WeLearn accounts. DM explained to new governors the requirement to have WeLearn email addresses rather than personal so that it is secure.</p> <p>KF explained how access to Governor Hub works and that CC would add the new governors once she has access.</p>	
4	<p>Minutes of the previous meeting on 16th July</p> <p>DM shared the action sheet with all governors.</p> <p><u>16 July 2019</u></p> <p>Page 3 - query over documents related to staff costs. This will need cross referencing against previous minutes and uploading to GovernorHub.</p> <p>Page 3 - £159,000 needs to be changed to £36,159 in respect of the carry forward on the Resources minutes (bullet 4).</p> <p>Minutes were accepted and signed.</p>	AB
5	<p>Matters arising from minutes of 16th July</p> <p>There were no matters arising</p>	
6	<p>Reports from committees</p> <p><u>P&S</u></p> <p>Purpose of P&S is to get on top of the data so that as a governing body we know everything there is to know about the children. The cohort is fluid due to the GRT community and some attend no more than 40% of total schooling available. This will affect their output. Detailed data enables governors to check on progress and question SW and her SLT. The committee meet 6 times and have made significant progress and the core curriculum is tracked on a termly basis. Governors take on a specialised area and SW has put together a new way of assessing all foundation subjects and we have gaps in English and Early Years. This is not an onerous role but involves a few visits a year and keeping in close contact with the individual subject lead in school. DM highlighted the data course which might be worth attending for new governors.</p> <p><u>Resources</u></p> <p>NH shared that resources covers everything behind the scene including money, finances, school budget etc. School funding has been stretched so has been an ongoing challenge to make savings etc. We also look after H&S and we monitor the school premises and any maintenance work, staffing (structure, appointments, salaries, ratios) and school nursery which has been going for 4 years. It also runs the before and afterschool club.</p>	

	<p>For finances we have a termly meeting with the Warwickshire finance team. This gives us a snapshot of where we are with the budget (April to March). Finances look ok in the short term, but we need to be on it in respect of marketing and PR to encourage children to come to our school. SW confirmed that there is a holiday club that wish to hire the premises which should mean £3,500 to £4,000 over a year. They will be on site from October half term. We have also started taking lettings for ballroom dancing.</p> <p>With regards to Health and Safety, every term Sam and NH do a H&S walk and audit.</p> <p>We look at staffing hours and have a separate pay committee. CH shared a course on financing with the new governors.</p> <p><i>Why did Severn Trent invoice us for £5,000?</i> We had bill at start of summer holidays and were threatened with court action for non-payment. It was explained that the school had been closed for the summer, so the bill has been reduced to £1600.</p> <p><i>Are we metered?</i> Yes, but they weren't being put into the system. There was a spike in water usage which was questioned because it didn't tie in with any works being carried out. Whilst the issue has not been resolved we have asked for a payment plan to pay back over 3 years.</p>	
7	<p>Headteacher's Report and LIP</p> <p>DM explained the function of the LIP which is drafted in conjunction with the Chair and VC.</p> <p>SW shared the headlines. It will have basic information data, any changes in the school and then this also takes you through the LIP and then safeguarding. It is currently in the very early stages. As of census we will have 75 children on roll. We have got 5 imminent and 2 pending. We are losing 2. The net gain will be 6 children between now and October half term.</p> <p><i>What will the total number be?</i> 81 children.</p> <p>We are having regular enquiries and there is still a lot of mobility. We have 9 PP children and we get extra money for those children. Vulnerable groups are similar to last year. We also have young careers, some with medical conditions, post LAC, and those numbers are stable. GRT Mobility is big. Last year 38% didn't start at the school in Reception.</p> <p>We have started to work on the LIP and have set out the 4 key priorities. Firstly, 'looking at progress and attainment of all pupils with a focus on more able students getting that greater depth'. Because of the new curriculum and how Ofsted are assessing it, we will be auditing and evaluating the quality of education; imbedding the curriculum intent, looking at how it is implemented and its impact. Another area</p>	

	<p>is Nursery and Reception so that we get increased opportunities for children to write independently. Finally, we have found there is big impact on Social and Emotional Wellbeing and the impact this has on children's' learning. We have increased numbers of children who need our support in accessing the curriculum, so we will be looking at what we can put in place to support them so that challenges can be addressed. An action plan will be written and how it will be measured, this will be fed back at the FGB.</p> <p>With respect to staffing, there were two training dates in September which gave us the opportunity to get to know each other and new staff have settled well. Observations are taking place next week ready for performance management targets the following week.</p> <p>There is a meeting on the 8th October at 7pm about the LIP.</p>	
8	<p>Keeping Children Safe in Education</p> <p>This had been circulated on Governor Hub. There is guidance and governors need to read it. You will be asked to sign a register confirming that you have read it. This will be done at the next Governor Meeting (10th Dec).</p>	
9	<p>Review/refresh Governor links to academic and business areas</p> <p>BH – maths English - vacancy AB – Early Years Science – no subject lead in school so not having a governor lead. NH – Nursery and H&S - Vacancy DM – safeguarding SEND – Vacancy Rev Chris Goble - Christian Distinctiveness</p> <p>DM confirmed he would email new governors confirming the three vacancies and asking if they have a preference.</p>	DM
10	<p>Policies for Review – Pupil Premium</p> <p>Due to it being at the start of the academic year there will be several policies coming up for renewal.</p> <p><i>Are they generally taken from WCC?</i> Some are and they don't always change. There is a policy schedule that SW goes through and it states the dates they are due for renewal etc.</p>	
11	<p>AOB</p> <p>Chairs of Governors from our consortium came together due to concerns around academisation. N&T Governors discussed this last year, and our position was that we were in no rush and will see how the political drive develops. Another Consortium Chairs meeting has taken place very recently and AB updated governors. One of the views was that Academy directed funding seems to be the only route of future funding increases. There is no additional money going to schools unless they rate as 'requires improvement' and of the 140 local</p>	

	<p>authorities that exist, Warwickshire is in bottom 40 of lowest funded authorities. AB stated that the representative from the Diocese (18 schools) had said that their objective was two-fold – smaller trust or a consortium federation model was something that they were more open to. Being in deficit also means you cannot join an Academy.</p> <p>AB highlighted that one suggestion from the meeting was that schools should set up a sustainability action group that look at forward forecasts and costs in line with pupil numbers and to look at combining things such as sharing best practice and sharing sport and generally making money go further within the consortium. It was felt that schools should look at the short, medium- and long-term implications. Those at the meeting agreed to bring the conversation back to the governing bodies and start a joined action group. This is not a commitment, but we would be assessing what the future might be like. Church schools cannot academise with non-church schools unless they are the dominant one.</p> <p>Governors felt that there is merit in being involved, and that we don't want to academise on our own. There are some real pluses, particularly the Diocese ones. SW stated that you also need a view of the heads and what plans they have for their schools. DM confirmed that the governors would send representation for each meeting. It would be useful for a view from SW before attending the next meeting.</p> <p>AB will upload notes from her meeting to GovernorHub.</p>	<p>SW</p> <p>AB</p>
<p>9</p>	<p><u>Future Dates:</u> SW will add meeting dates to GovernorHub. 8th Oct 7pm - LIP 15th Oct at NH 7.30pm - Resources 11th November 8am - P&S 26th Nov 7pm – P&S 10th Dec 7pm - FGB 28th January 7.30pm at NH – informal resources 5th March 7.30pm - Resources 10th March 7pm – P&S 17th March 7pm - FGB 9th June 7pm – P&S 16th June 7.30pm - Resources 7th July 7pm - FGB</p>	<p>SW</p>
<p>These minutes are an accurate record of the meeting that took place and have been agreed by the governing body.</p>		
<p>Signed by the Chair:</p> <p>_____</p>	<p>Print Name:</p> <p>_____</p>	
<p>• In addition to signing above, please remember to initial at the top of every page.</p>		