

**Newbold and Tredington  
Church of England Voluntary Controlled  
Primary School**

**Governing Body Meeting  
MINUTES**

<b>Date:</b>	<b>Wednesday 16<sup>th</sup> March 2016</b>
<b>Time:</b>	18.45 (Immediately after PREVENT training at 18.00)
<b>Place:</b>	Newbold & Tredington School, Manor Road, Tredington, Shipston-on-Stour CV36 4NZ 01608 661 568 admin3214@we-learn.com
<b>Chair:</b>	Ali Thompson 01608 661 568 athompson854@btinternet.com
<b>Clerk:</b>	Audrey Spriggs 07929 208547 audrey.spriggs@outlook.com

**Current Governors**

<b>Chair</b>	<b>Vice Chair</b>	<b>Foundation Governors</b>	<b>Parent Governors</b>	<b>Staff Governors</b>	<b>Community Governor</b>	<b>Associate Governors</b>	<b>LA Appointment</b>
Ali Thompson	Alex Balzaretti	Revd Chris Goble	Alex Balzaretti	Sam Welsby	Ali Thompson		Dave McWhirter
		Vacancy	Yvette McEwan		Barney Hatch		
		Sarah Edmonds	Natalie Hufton				
			Vacancy				

**Performance & Standards:**

Barney Hatch, Chris Goble, Ali Thompson (Chair), Sam Welsby, Ann Jackson, Alex Balzaretti

**Resources:**

Barney Hatch, Natalie Hufton (Chair), Yvette McEwan, Sam Welsby.

**Performance Management:**

Ali Thompson, Chris Goble, Sarah Edmonds

Point	Item	Action
16.38	<p><b>Apologies for Absence</b> The following apologies were agreed and accepted by Governors:-</p> <p>Dave McWhirter Ali Thompson Chris Goble</p> <p>Alex Balzaretti had contacted the Clerk to say she was stuck in traffic on her way back from London and would attend the meeting as soon as possible.</p> <p>In AB's absence SW chaired the meeting until she arrived.</p>	
16.39	<p><b>Notification of Any Other Business</b> SW – Pink paper at end.</p>	
16.40	<p><b>Governor Appointments</b></p> <p><b>Parent Governor Vacancy</b> SW informed Governors that a letter had been sent out without any response. Another letter to go out in October. It was suggested and agreed that an insert may be included with newsletter and NH and YM would help with this after Easter.</p> <p><b>Staff Vacancy</b> SW informed Governors that she had not received any response to the request for a Staff Governor. She will continue with this request.</p> <p><b>Church Vacancy</b> John Horton Vicar at another local church had let SW know that he has someone in mind who has an education background but is yet to speak to him. Chris Goble will stay in the role until a replacement is found.</p> <p><b>Patch Representative</b> At the moment we do not have a Patch Representative. Clerk to find out if there are any dates for Patch Meetings.</p> <p><b>Committee Structure</b> It was discussed and agreed that Sarah Edmonds interest lies within Performance and Standards and will attend these meetings in future.</p>	<p><b>SW NH &amp; YM</b></p> <p><b>SW</b></p> <p><b>SW</b></p> <p><b>Clerk</b></p> <p><b>AGREED SE</b></p>
16.41	<p><b>Minutes of Last Meeting held on 13.01.16</b></p> <p><b>AB arrived at this point and took over the chair from SW.</b></p> <p>At Point 16.26 this should read “ that the school has decided to go with Sheffield System” and AB amended.</p> <p>All Governors agreed and accepted that these minutes were an accurate record and AB signed and dated each page.</p>	<p><b>AGREED SW</b></p>

<p><b>16.42</b></p>	<p><b>Training</b></p> <p>Prior to the beginning of this GB meeting this evening, SW delivered the PREVENT Channel Awareness training for the benefit of:-</p> <p>Audrey Spriggs Nathalie Hufton Yvette McEwan</p> <p>BH, AT, AB and SE have already had this training.</p> <p>SE to ask CG if he would let AT know if he has done this.</p> <p>SW informed Governors that the school has subscribed with WES for the forthcoming year.</p> <p>AB asked everyone if they could please let AT know what other courses they would like to attend and also what courses have already been attended.</p> <p>NH recently attended a course in Stratford covering strategic aims of the school/self evaluation and will feed back at the next meeting.</p>	<p><b>CG</b></p> <p><b>ALL</b></p> <p><b>AGENDA</b></p>
<p>16.43</p>	<p><b>Subject Link Update</b></p> <p><b>Subject leaders meetings:-</b> NT and BH will meet after Easter Chris and AB will meet after Easter.</p> <p>Natalie confident that a lot of effort is being put into the catching up process which is certain laying foundations.</p> <p>SW informed Governors that this is the first year that children have been invited to booster clubs after school. This provides extra tuition and also gives them an idea of what is expected of them in the test. The key thing is getting children up to speed. Some children are not mature enough to learn some things as yet. National results will paint the picture.</p> <p>AB informed Governors that in the recent P and S meeting it had been discussed how the school was showing exactly what the children do know.</p> <p>SW has all the tracking grids in now and can see progress from all the children. She also stated that the children are picking up terminology pretty quickly.</p> <p>SW will analyse the tracking over half term and will supply findings at the next P and S meeting.</p>	<p><b>NT &amp; BH</b> <b>Chris &amp; AB</b></p> <p><b>SW</b></p>
<p><b>16.44</b></p>	<p><b>Safeguarding</b></p> <p>This item had been placed on the agenda following the last meeting as YM did have a query about volunteers, although this has now been resolved. It was agreed that once a term YM should work through the safeguarding agenda.</p> <p>PREVENT Training has now been carried out on all staff as well as most Governors as stated previously in these minutes.</p>	<p><b>YM</b></p>

	<p>No other safeguarding issues in school at the moment.</p> <p>SW and BH expressed their concern that Governors do not have a 'safe' email address. It was suggested that a 'we learn' account is set up for each of them to use. SW will investigate the level of risk and impact of doing this as confidential items can be circulated from time to time. AS Clerk will make enquiries too.</p>	<p><b>SW</b> <b>AS</b></p>
<b>16.45</b>	<p><b>MAT (update)</b> This has been rescheduled for 6<sup>th</sup> April</p>	<p><b>AGENDA</b></p>
<b>16.46</b>	<p><b>Self Evaluation Summary</b></p> <p>Nothing to report although SW is now looking at attainment within the school and will be providing feedback at the next P &amp; S Meeting.</p>	<p><b>SW</b></p>
<b>16.47</b>	<p><b>Governors Self Evaluation</b></p> <p>It was previously agreed not to continue with this at the last GB meeting and to agenda for September.</p>	<p><b>Agenda</b> <b>Sept</b></p>
<b>16.48</b>	<p><b>Staffing – Teachers and Governors</b></p> <p>Governors were covered at beginning of agenda.</p> <p>Interviews had been carried out on Friday for a full time teaching post and someone has been appointed and accepted. SW may put this on newsletter to inform everyone and the appointed person will start in September. She has been teaching for 4 years and is a maths specialist living in Sheffield at the moment. She works in a very large school currently and wanted to go back to a small school as she has experience of working in smaller schools. Her partner works at JLR and they will be moving shortly.</p> <p>SW and AB said that she has a good teaching manner. SW had asked the children as she taught them in lessons what they thought of her and they were very complimentary. She had really picked up on the values of the school.</p> <p>Regarding estimates for a dividing wall in the classroom, County has quoted £18,000. SW has another builder supplying a quote and said she would really like the work done in the summer holiday.</p> <p>No other staffing changes – everyone happy.</p>	
<b>16.49</b>	<p><b>Cluster Meetings</b></p> <p>No Cluster Meetings although there has been an Ilmington link meeting – year group cluster moderation.</p> <p>11<sup>th</sup> April next meeting.</p>	
<b>16.50</b>	<p><b>Patch Meetings</b></p> <p>Clerk AS sought advice from Governor Services who informed her that every Governing Body should have a Patch Representative (although this is not a legal requirement).</p> <p>The Patch Representatives should attend Patch Meetings and report back to the rest</p>	

	<p>of the governing body. Clerks should provide Governor Services with the details of the Representative so they can send them meeting dates and agendas.</p> <p>Patch Meetings are Governor related meetings. Cluster Meetings are for schools.</p> <p>Governors asked Clerk AS can this Representative be a different person? Also, Clerk AS to find out when the meetings are?</p>	<b>AS</b>
<b>16.51</b>	<p><b>Ratify SFVS</b></p> <p>The SFVS is something we have to submit every year NH informed Governors. NH had completed this and it had been circulated to all Governors prior to the meeting. Chair AT who was not able to attend this meeting had informed the Clerk that she had read this document and if all Governors were happy for it to be ratified then she would print off and sign.</p> <p>All Governors agreed that this should be ratified and SW said she would liaise with AT and submit the document.</p> <p>Clerk had pointed out that the front page stated SFVS 2015, although this is the 2016 submission document.</p>	<b>SW &amp; AT</b>
<b>16.52</b>	<p><b>Confidential Items</b></p> <p>This item requested by SW and will be attached as a separate paper.</p>	
<b>16.53</b>	<p><b>Next Agenda</b></p> <p><b>Self Evaluation for September</b> <b>7<sup>th</sup> April – Resources – MAT update</b></p>	
<b>16.54</b>	<p><b>Dates and Times of Future Meetings</b></p> <p><b>6<sup>th</sup> July GB Meeting at 6.45</b></p> <p><b>7<sup>th</sup> April Resources Meeting</b> <b>(All Governors to attend to ratify budget. 6.30 – 7.30)</b> <b>Resource Meeting will continue after this and Governors not on this committee may leave after this.</b></p>	