



**MINUTES OF THE MEETING OF THE
GOVERNING BODY HELD ON 8TH NOVEMBER 2022 AT 6:00PM**

Present:

Linda Hodgson - Chair	Frank Batt
Sarah Trow - Headteacher	Amy Hook
Mary-Louise LeVesconte	Alex Mullaney
Tim Pullen	Eryl Williams

In attendance:

Apologies received: Eugene McFadden and Nigel Carter {Clerk to Governors}

Item		
01.00 01.01	Welcome and Apologies The Chair welcomed everyone to the meeting and accepted the apologies.	
02.00 02.01 02.02	Declaration of Business and Pecuniary Interest There were no new declarations of pecuniary interest not already declared. It was noted that three of the annual Declaration of Business, Pecuniary and Other Interests 2022-2023 were outstanding for completion.	Action: NC
03.00 03.01	Minutes of meetings The minutes of the 20 th September 2022, previously distributed, were confirmed as a true record and will be signed in due course.	
04.00 04.01	Matters arising All items are covered under the agenda.	
05.00 05.01 05.02	Headteachers report The Headteacher presented a verbal report to Governors. With discussion it was noted that the Governors monitoring will be linked in with the updated School Development Plan. The Headteacher to set the next monitoring dates for Reading and Writing due after the half term break.	Action: ST

05.03	It was agreed that Mrs Hodgson would take on the monitoring of Maths and PSHE with the Headteacher. Mrs LeVesconte to take on the monitoring of English with Mr Mullaney.	
05.04	The School Development Plan data flags were discussed. In particular it was noted that the KS1 results were lower than normal but the KS2 results were on track. The schools new 'Arbor' system was now being used to assess and analyse data trends.	
05.05	It was noted that there were falling roll numbers which would have a negative affect on the school budget.	
05.06	The Headteacher informed Governors that the school website had been revamped and she was in the process of updating.	
05.07	The school had now purchased and using CPOM's in conjunction with SEN.	
05.08	The Chair thanked the Headteacher for an excellent School Development Plan.	
06.00	Management accounts	
06.01	The most recent management accounts was presented to Governors.	
06.02	The Chair queried why the capital grant was not showing on the budget. The Headteacher to investigate.	Action: ST
06.03	There was concern with the budget and the impact of the cost of living rising but it was noted that the school budget was much better in comparison with some other schools.	
06.04	It was noted that there were savings on the staffing budget line due to staff movements and staffing insurance claims.	
06.05	The Headteacher informed Governors that she had engaged Clive Elicott to look at compliance for the school and Mrs LeVesconte to join him in her role as Health and Safety Governor.	
06.06	The Headteacher also noted issues with the leat running under the school playground which need further investigation as a long running issue with the Environment Agency.	Action: ST
07.00	Policies	
07.01	The following policy was reviewed and accepted by Governors: <ul style="list-style-type: none"> Attendance Policy 	
08.00	Governor monitoring and updates	
08.01	The Governor monitoring was discussed under item 5.	
08.02	It was noted that the proposed Governors training was planned for 1 st December 2022. Governors should also be aware of doing the online training.	Action: All
08.03	It was also noted that one Governor was outstanding in signing the TPAT Trustee Code of Conduct.	Action: LH
08.04	The Headteacher has developed a new monitoring planner linked in with the updated School Development Plan on a 2-year programme and will be distributed to governors.	Action: ST
09.00	Safeguarding	
09.01	The Chair noted that all Governors had now read and signed part 2 of the DoE Keeping Children Safe in Education 2022.	

10.00 10.01	Correspondence No items were tabled prior to the meeting.	
11.00 11.01	Chairs report No items to report.	
.	Date and time of next meeting: Full Governors: Tuesday, 24 th January 2023, at 6:00pm Full Governors: Tuesday, 14 th March 2023, at 6:00pm Full Governors: Tuesday, 6 th June 2023, at 6:00pm Full Governors: Tuesday, 11 th July 2023, at 6:00pm	