



**MINUTES OF A MEETING OF THE  
GOVERNING BODY HELD ON 9<sup>TH</sup> JULY 2018 at 5:00PM**

**Present:**

<b>Linda Hodgson - Chair</b>	<b>Tim Pullen</b>
<b>Chris Roynon - Headteacher</b>	<b>Natasha Ferguson</b>
<b>Eryl Williams</b>	
<b>Margaret Byrne</b>	

**In attendance:** Nigel Carter-King - Minutes

**Apologies received:** Alex Mullaney

Item		
<b>01.00</b> <b>01.01</b> <b>01.02</b>	<b>Welcome and Apologies</b> The chair welcomed everyone to the meeting. Apologies were received from Alex Mullaney.	
<b>02.00</b> <b>02.01</b>	<b>Declaration of Business and Pecuniary Interest</b> There were no declarations.	
<b>03.00</b> <b>03.01</b>	<b>Minutes of meetings</b> The minutes of the 1 <sup>st</sup> May 2018 were signed as a true record of the meeting.	
<b>04.00</b> <b>04.01</b>	<b>Matters Arising</b> Item 04.01. The Chair reported that there was no progress with the owners of the Rock Pool Car Park and after many attempts saw no point in progressing this further. The re-introduction of the Walking Bus from Paul was suggested but it was noted that there was limited take up for this plus walking on a busy and restricted lane.	
<b>05.00</b>	<b>Governing body structure</b>	

05.01	It was noted by the chair that only three Governor Skills Audit questionnaires had been received. Those governors who had not yet submitted their forms were requested to do so by the next meeting.	<b>All to action</b>
05.02	Following on from previous discussions, it was agreed that the Parent Governor vacancy would be advertised at the start of the new term.	<b>NCK to action.</b>
05.03	The updated TPAT Scheme Of Delegated Authority, previously distributed, was presented to Governors.	
06.00	<b>Headteachers report</b>	
06.01	The Headteacher Report, previously distributed, was presented to Governors.	
06.02	The Headteacher highlighted the class structure and staff changes planned for the new term in September 2018. It was noted that the Headteacher had met with five parents, mostly from the current Reception, who had concerns. It was noted that there were nice applications for Reception.	
06.03	Pupil attainment was presented by the Headteacher with the Chair noting the good progress the younger child had made. There was, however, a note on the early years GLD {Good Level of Development} percentage being lower than the Cournwall 2017 level. It was noted that SAT's results would be available from the 10 <sup>th</sup> July but the teacher assessment for Year 6 children was looking good.	
07.00	<b>School budget 2018-2019</b>	
07.01	As previously discussed, it was agreed that an extraordinary meeting would take place with TPAT finance, the chair, Headteacher and finance governor. Clarification from TPAT finance was received and the proposed budget was passed for approval by TPAT trustees.	<b>CR to report back.</b>
07.02	The Headteacher asked for approval to purchase new laptops for teachers. This was agreed.	
08.00	<b>Learning forums</b>	
08.01	The Headteacher noted that a Maths learning forum had not taken place so reported back on the last learning forum that took place in the Autumn term. Report previously distributed. The Chair noted that it was good to see the 'reflected questions' answered and would be good for future reports. CR to meet with the Maths learning forum lead to arrange a date for the new term.	<b>CR to action.</b>
08.02	The English learning forum report, previously distributed, was presented to governors. Governors were impressed with the use of full stops and punctuation in Dinghy Class and the maturity of language from the Schooner Class children. It was noted that Lugger Class use 'pen licences' to encourage writing.	
09.00	<b>Policies</b>	
09.01	No policies were presented at this meeting but TPAT and existing policies to be reviewed and presented at the next meeting.	<b>CR to action.</b>
10.00	<b>TPAT Update</b>	

10.01	The Headteacher informed governors that TPAT was growing with Cape Cornwall School joining along with three other schools from the Bodmin area.	
10.02	More recruitment of TPAT staff taking place, including a HR director being appointed.	
10.03	The Headteacher reported on the TPAT staff pay review. It was noted that TPAT would extend the TUPE pay protection to five years. This, however, would mean a pay freeze for support staff until their current pay came in line with the new TPAT pay grades.	
11.00	<b>Safeguarding</b>	
11.01	The chair informed governors that the S175 {Annual Safeguarding Assurance Return Declaration of Compliance 2018} had been signed and submitted.	
11.02	The Safeguarding report from the meeting between the Safeguarding governor and the Designated Safeguarding Lead was presented to governors. In particular it was noted the introduction of SmartLog to manage risk assessments and the health and safety operation of the school.	<b>CR to update.</b>
12.00	<b>Correspondence</b>	
12.01	The chair distributed a letter from the National Governance Association thanking governors for their time and commitment working with schools in the United Kingdom.	
13.00	<b>Chairs report</b>	
13.01	The chair informed governors of the Annual Governor Conference taking place on the 4 <sup>th</sup> October at Penwith College with three free places available.	<b>LH to report back.</b>
	<b>Date and time of next meeting: Full Governing Body - Monday, 12<sup>th</sup> November 2018 at 6:00pm</b>	