



**MINUTES OF THE MEETING OF THE  
GOVERNING BODY HELD ON 12<sup>TH</sup> JUNE 2023, AT 6:00PM**

**Present:**

Linda Hodgson - Chair	Eryl Williams
Sarah Trow - Headteacher	Amy Hook
Mary-Louise LeVesconte	Alex Mullaney
Eugene McFadden	Tim Pullen
Frank Batt	Liz Garner {Prospective Governor}
Alex Smith {TPAT Accountant}	

**In attendance:** Nigel Carter - Clerk

**Apologies received:** None

Item		
<b>01.00</b>	<b>Welcome and Apologies</b>	
<b>01.01</b>	The Chair welcomed everyone to the meeting, in particular Liz Garner and Alex Smith.	
<b>02.00</b>	<b>Declaration of Business and Pecuniary Interest</b>	
<b>02.01</b>	There were no new declarations of pecuniary interest not already declared.	
<b>03.00</b>	<b>Management Accounts and Proposed Budget</b>	
<b>03.01</b>	The proposed budget report for 2023-2024, along with the three year forecast was presented to Governors for discussion by Alex Smith, the new TPAT accountant.	
<b>03.02</b>	It was noted the impact of the unknown teacher pay award and how much support would be received from central government.	
<b>03.03</b>	The overall budget has received a 5% uplift in all areas to cover inflation.	
<b>03.04</b>	The proposed budget was also based on three less children on role but with Pupil Premium SEN funding to continue as before.	
<b>03.05</b>	It was noted that energy costs would not be as high as previously forecast under the new TPAT contract so a saving on the budget.	
<b>03.06</b>	The cost of iPads was discussed as part of the 'Advantage Project'. It was agreed that the overall cost should come from Capital expenditure thus taking pressure of the deficit school budget.	<b>Action: AS</b>

03.07	The Chair queried the Energy Efficiency Grant income of £12,000? Mr Smith informed Governors that TPAT had retained this grant and would allocate across all TPAT schools depending on need. It was suggested the Chair contact TPAT requesting funding for more class iPads or for other essential projects at school.	<b>Action: LH</b>
03.08	The proposed budget for 2023-2024 was agreed by all Governor with the amendment of the 'Advantage Project' expenditure to Capital.	
04.00	<b>Minutes of meetings</b>	
04.01	The minutes of the 14 <sup>th</sup> March 2023, previously distributed, were confirmed as a true record and will be signed in due course.	
05.00	<b>Matters arising</b>	<b>Action: LH &amp; NC</b>
05.01	Under point 10.03 parent Governor vacancies. Governors were informed that parents had been invited to show their interest in becoming a school Governor. One parent had responded and will be contacted by the Chair.	
06.00	<b>Headteachers report</b>	
06.01	The Headteacher gave a full verbal report to governors with a detailed hard copy being posted along with the other meeting documents.	
06.02	Of particular interest it was noted that the EYFS outdoor play areas was nearly complete and that there was an increase in children wanting to join Mousehole Mice Pre-School.	
06.03	The Headteacher informed Governors that attendance was up to 94.4% and that a new Educational Welfare Officer would be visiting school to discuss attendance.	
06.04	Staffing issues were also discussed but it was noted that the headteacher would be taking on the SEN role to save on staffing costs.	
06.05	A Health and Safety inspection had recently taken place with a positive outcome.	
07.00	<b>Property update</b>	
07.01	As per the previously distributed headteachers report.	
08.00	<b>Policies</b>	
08.01	The following policies was reviewed and accepted by Governors: <ul style="list-style-type: none"> <li>• Medical Conditions Supporting Children With Special Needs</li> <li>• Calculation Policy</li> </ul>	
09.00	<b>Governor monitoring and updates</b>	
09.01	The following Governor monitoring reports, previously distributed, were presented to governors. <ul style="list-style-type: none"> <li>• Literacy</li> <li>• Early Years Foundation Stage {EYFS}</li> <li>• Modern Foreign Language {MFL}</li> <li>• Information Technology {ICT}</li> <li>• Physical Education</li> </ul>	

	<ul style="list-style-type: none"> <li>• Special Educational Needs and Disabilities {SEND}</li> <li>• Health and Safety {verbal}</li> </ul>	
<b>10.00</b>	<b>Governor vacancies</b>	
<b>10.01</b>	The Chair informed Governors that Mr Williams and Ms LeVesconte would be standing down as governors at the end of term.	
<b>10.02</b>	It was confirmed that Liz Garner would be happy to join Mousehole as a Co-Opted Governor.	<b>Action: LH &amp; NC</b>
<b>10.03</b>	The Chair confirmed that she had been in contact with Fran Pender, a previous governor, who had expressed an interest on becoming a Governor again from September.	<b>Action: LH &amp; NC</b>
<b>10.04</b>	The Chair informed Governors that Rick Gill, a previous headteacher and currently working for TPAT, was interested in becoming a governor in the near future.	<b>Action: LH</b>
<b>10.05</b>	The Chair also informed Governors, as part of the succession planning, that Mr Eugene McFadden had agreed to take over the 'Chair' when she stepped down at Christmas.	
<b>11.00</b>	<b>Safeguarding</b>	
<b>11.01</b>	The Chair informed Governors that on-line Safeguarding training was available and that everyone should complete this.	<b>Action: All</b>
<b>11.02</b>	It was noted that the Headteacher and Chair would be meeting for their termly review.	<b>Action: LH</b>
<b>12.00</b>	<b>Correspondence</b>	
<b>12.01</b>	No correspondence received.	
<b>13.00</b>	<b>Chairs report</b>	
<b>13.01</b>	Mr Pullen informed Governors that the Mousehole Harbour Authority had available funding for local projects. Mr Pullen agreed to contact the Harbour Master and find out more details and put in an application in conjunction with the Headteacher.	<b>Action: TP &amp; ST</b>
	<b>Date and time of next meeting:</b> Full Governors: Tuesday, 11 <sup>th</sup> July 2023, at 6:00pm	