



**MINUTES OF A MEETING OF THE
GOVERNING BODY HELD ON 22nd January 2019 at 6:00PM**

Present:

<p>Linda Hodgson - Chair Chris Roynon - Headteacher Eryl Williams Margaret Byrne Becey Tilley Eugene McFadden</p>	<p>Tim Pullen {arrived late} Natasha Ferguson Mary-Louise Le Vesconte Alex Mullaney John Mitchell - TPAT Finance</p>	
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In attendance: Nigel Carter-King - Minutes

Apologies received Tracy Bowers

Item		
<p>01.00 01.01 01.02 01.03</p>	<p>Welcome and Apologies The chair welcomed everyone to the meeting, in particular Mel Le Vesconte, as this was her first meeting. Ms Le Vesconte introduced herself and gave a brief overview of her working experiences relevant to becoming a school governor. Apologies were received from Tracy Bowers</p>	
<p>02.00 02.01 02.02</p>	<p>Declaration of Business and Pecuniary Interest The Headteacher made a declaration that he was also the acting Headteacher of Sennen School. No other declarations were made that had not been declared previously.</p>	
<p>03.00 03.01</p>	<p>Minutes of meetings The minutes of the 12th November 2018 were signed as a true record of the meeting.</p>	
<p>04.00 04.01</p>	<p>Matters Arising Item 13.03 - The Headteacher reiterated that Ofsted could possibly visit anytime from 5-6 terms after converting to an academy.</p>	

04.02	Item 14.04 - The school will be costing new signage incorporating the new school logo and joining TPAT.	Action NCK
05.00 05.01 05.02	<p>Governing body</p> <p>Skills Audit: The report on the NGA Governor Skills Audit was presented to governors for consideration and discussion.</p> <ul style="list-style-type: none"> • It was noted that the two new governors had not completed the skills audit and would be helpful if they did. • The issue of holding the Headteacher to account was raised with the Headteacher responding and noting that he accepted and often received challenging questions raised by governors. • Financial oversight was identified as a weakness of governors, which may need to be addressed. <p>Roles and structure: The Staff and Governor Roles for 2019-2020 was presented to governors for consultation and update.</p> <ul style="list-style-type: none"> • Governor roles were amended and the learning forum schedule was updated ready for distribution. • A health and safety governor was appointed with relevant training to be confirmed. 	Action: NCK
06.00 06.01 06.02 06.03 06.04	<p>Headteachers report</p> <p>The Headteacher reported that he had been working at Sennen School for the past few weeks and gave an update on teaching staff.</p> <p>The Headteacher informed governors that there were two residential camps planned this year for Years 4-6 taking place in June.</p> <p>The KS2 children are currently doing Mindfulness with Ben Chalwin, and yoga which is proving to be of great benefit to children.</p> <p>The Headteacher informed governors that a questionnaire had been sent to all parents via Seesaw requesting their views on a school newsletter and delivery of information. It was noted that most parents preferred the use of Seesaw and as a result a termly newsletter would now be produced and distributed via Seesaw and the school website, along with a few paper copies available from the school office.</p>	
07.00 07.01 07.02	<p>Learning forums</p> <p>The English learning forum report from the 27th November 2018 was presented to governors. It was noted by the forum governors that children were working at a greater depth of understanding and learning but writing was lagging behind a little. The 'editing stations' in Luggar Class were also highlighted and the ability for children to self-edit their work.</p> <p>The Maths learning forum report from the 28th November 2018 was also presented to governors. The forum governors were impressed, in particular, by the mathematical knowledge and skills of all the children including the youngest and were overwhelmed with their enthusiasm. Progression throughout the school was notable.</p> <p>The forum governors raised the idea of a maths workshop for parents so they could receive a greater understanding.</p>	Action: CR
08.00	School budget	

08.01	TPAT finance attended the meeting and gave a brief overview of the current budget in conjunction with the transition from County to the TPAT financial year.	
08.02	Of note was the overspend for teachers due to the 2% pay increase and only 1% being budgeted for. There would possibly be savings with the headteachers salary being shared with Sennen School.	
08.03	A capital allocation is due in the new year, which could be allocated to purchase new IT equipment.	
08.04	The budget at the end of the financial year in August is still looking to be in surplus with the forecast budget allocation for next year looking similar to this year.	
09.00	SEN update	
09.01	It was noted that the SEN co-ordinator was in the process of completing paperwork for applying for extra funding for one child.	
10.00	Policies	
10.01	No policies were reviewed at the meeting.	Action: CR
11.00	Safeguarding	
11.01	Governors were informed that all staff and the chair of governors had attended a joint safeguarding update at Sennen School.	
12.00	Correspondence	
12.01	The chair reported that no correspondence had been received.	
13.00	Chairs report	
13.01	The chair reported that there were no items to report on.	
.	Date and time of next meeting: Full Governing Body - Tuesday, 22 nd January 2019 at 6:00pm Full Governing Body - Tuesday, 30 th April 2019 at 6:00pm Full Governing Body - Tuesday, 18 th June 2019 at 6:00pm	