



Barnabas Oley Church of England Primary School FULL GOVERNING BODY

Meeting Date/Time..: Thursday 27th April 2017 7pm

Place.....: School

Present: Mr J Petre (Chair), Mrs M Downes, Mrs C Hall, Miss J Hodges, Mrs M Oxe, Mr A Pett, Mrs L Pitalis-Bliss, Mrs R Smith (HT), Mrs C Moretto, Mr I Strath, Mrs S Bonnett, Mrs K Whinney.

In attendance: Ms C Jarvis (DepHT)

The meeting began with prayer, led by Mrs Smith.

17.74 Apologies for Absence

Mrs J Wisson was unable to attend due to chairing the Abbotsley Parish Council Planning Meeting. Apologies accepted.

Reverend Catharine Furlong was unable to attend due to chairing the Church AGM. Apologies accepted.

17.75 Declaration of Interests

No interests were declared.

17.76 Minutes of the Last Meeting

The minutes were agreed and signed by the Chair.

17.77 Matters Arising

Governor Recruitment - Mr Petre had met with four interested parties. Two were still looking to proceed. Mr Strath and Mr Pett will help conduct the final interviews.

Annual Report to Parents - All reports and contributions to be sent to Mr Petre for inclusion in the report.

Action: Mr Petre to circulate updates/lists of sections and owners.

Action: All reports and contributions to be sent to Mr Petre for inclusion in the report by Friday 16th June.

17.78 Breakout Committee Groups

The meeting separated into Committee Groups.

17.79 Feedback from F&GP Committee

Mrs K Whinney gave a presentation to the Governors on the Budget Submission for 2017-18. In Summary, the main points were:

Income

- The main LA authority funding was £592,754. This is down from £630,339 for the previous year. This funding accounts for 93.95% of the schools income.
- Other income has been set at £7400. This includes a prudent approach to donations received.

Outgoings

- Employee Costs were £515,331. This is down from £518,993 for the previous year. Employee costs account for 80% of the Schools total expenditure.
- Apprenticeship Levy - This is £2000 fee imposed on all companies/schools.
- Premises Costs were £44,707. This is an increase from £40,525 for last year and is largely due to the swimming pool being back in operation for 2017-18. Premises costs account for 7.3% of the Schools outgoings.
- Curriculum Costs account for 2.4% of the total expenditure. The figure for 2017-18 is £15046.00. This is a reduction from last year's figure of £64,212. This part of the budget has seen the greatest reduction from last year and is most reliant on the contributions and subsidies from Parents and the PTA.

Mrs Bonnett asked if the Budget for Barnabas Oley was comparable to other schools. Mrs Whinney said that it was and Mr Pett confirmed that the figures were in line with those of other schools based on benchmarking. The main differences were that Barnabas Oley has a lower figure for income from the letting of its premises but, in contrast, it benefitted from a much higher level of income from PTA contributions.

Mrs Bonnett asked if funding was directly linked to the PAN for the school. Mrs Smith confirmed that yes it was.

Mr Petre and Mrs Smith had met with Jonathan Djanogly, the current MP, to discuss the impact of the Fairer Funding Policy on Schools such as Barnabas Oley. In essence, Fairer Funding had not helped Cambridgeshire schools as hoped; with many facing substantial reductions in their funding. Though only 9 schools are to receive less in Jonathan Djanoly's constituency, no provision had been made for inflation and therefore the effects would be felt by most schools in real terms.

Mrs Smith and Mr Petre explained that they'd met with Chris Jukes (from the Comberton Academy Trust) and Andrew Read (from the Ely Diocese) as part of understanding potential models of school leadership. There was no recommendation with regards to joining them or any other MAT at this time.

Mrs Bonnett asked if there were time pressures with regards to making a decision to join a MAT. Mr Petre confirmed that no there were not. However, he also pointed out that it was important to be forward thinking and to be aware of all the available options.

17.80 Feedback from Curriculum Committee

- The Teaching and Learning Policy has been approved.
- There have been no Governor Reports for RE. Mr Strath has agreed to write one.
- There have been no Governor Reports for Music. Mr Strath has agreed to write one.

Action: Mr Strath to write reports for RE and Music and send to Miss Hodges .

17.81 Feedback from Personnel Committee

The Personnel Committee are due to meet on Wednesday 7th June 2017.

17.82 Training Update

Mrs Pitalis-Bliss has attended a termly briefing . Mr Petre is also due to attend one. Mrs Oxer has attended 'Monitoring and evaluating Curriculum'.

Mrs Pitalis -Bliss highlighted the fact that minimal training had been recorded. Mrs Morretto and Mrs Hall both commented on issues that had been experienced with the 'GEL' online training system, which had affected completion and reporting of training. Mrs Pitalis-Bliss will look into this. Mrs Moretto raised the point that Governors were very good at maintaining a high level of competency and awareness of procedures and protocols through use of 'The Key'. This training was not reflected in the training records. Mrs Moretto will write up a piece for inclusion in the training records about usage of 'The Key' as a training resource. It was agreed that anything of interest regarding training would be sent to Mrs Pitalis-Bliss for inclusion in the Governor Training Record.

Action: Mrs Moretto to write up a piece on usage of 'The Key' as a training resource.

Mr Petre suggested that Mrs Bonnett have a mentor as she is new to the role of Parent Governor. It was agreed that Mrs Moretto would take on this mentor role.

17.83 Budget and Staffing Structure for the new Financial Year

Mrs Smith informed the Governing Body that she had received two resignations. This has meant that no redundancies will need to be made even with the budget reductions. The contract for Site Officer had been renegotiated and would not include cleaning.

17.84 Approval of Final Budget for submission

The final Budget for submission was approved by the Full Governing Body.

17.85 Full Headteachers report

The full Headteachers report is available on the website.

Mrs Smith highlighted the fact that expected numbers for admission in September were low. **Mrs Bonnett asked if there was any way the school could encourage new pupils.** Mrs Smith suggested that a post be put on the website letting prospective parents know that the school had spaces, as this had proved successful in the past.

17.86 Admission Arrangements for Autumn Term - Update.

The expected admission number for Reception in 2017 is 15. This is below the PAN.

17.87 Update on Kitchen

Mrs Smith is still waiting on the Final Tender for becoming a full production kitchen. Notice has been given to the current provider, CCS. Miss Hodges asked whether the prices would be fixed with the new provider. Mrs Smith confirmed that there would be an increase in the number of options available on a daily basis, but that the cost would be fixed at one price for all.

17.88 Parent Survey Results

The results have been received from the 2017 Parent Survey.

The top 5 highest scoring questions were similar to last year and overall the response from Parents had been positive.

The 5 lowest scoring questions were in relation to school lunches, homework, bullying policies and the understanding of the work done by the Governing body.

Mrs Bonnett asked how the results of the survey would be fed back to the Parent body. Mr Petre said that the results would be communicated in the Governors Annual Report. Mr Strath suggested that the concerns raised be acknowledged prior to that in the school newsletter; and that actions already taken to address these concerns be highlighted. For example, the fact that school lunches had been pre-empted as an area of concern, and that actions have already been taken to improve this.

It was agreed that the positives should be accentuated as that was the overwhelming result; and that though the negative comments would be given due consideration, they should not skew the overall results.

Miss Hodges suggested that the software used to gather the data/results be changed for 2018 to make it more sophisticated, and to restrict text input to allow more streamlined results. It was agreed that this would be beneficial.

17.89 Celebrating Success Presentation Evening

The 'Celebrating Success Presentation Evening' is due to be held at Swavesey Village College on Wednesday 5th July 2017. Mrs Fox will email details to all members of the Governing body.

Action: Mrs Fox to email details of presentation evening to FGB.

17.90 Date of next meeting.

The date of the next meeting will be **Thursday 6th July 2017 at 7pm.**

Signed:

Date:

Challenges highlighted