



Vision: OLM is a community where all will excel

We strive to have a passion to learn, positive attitudes, high expectations and strong values. We strive to be resilient, reflective and nurturing.

**GOVERNING BODY MEETING
ON TUESDAY 25th APRIL 2017 AT 8.40 AM
PART 1**

FOUNDATION GOVERNORS (7):

Fr. Mark Anwyll (20/02/20)*
Eveleen Riordan-Sayers (02/04/18)^
Andrew Tobin (31/08/2019)^
Rose Gregorio (31/08/2019)*
Kate Wynne (31/08/2019)*
Liisa McDougall (31/08/2019)*
Paul Byrne (31/08/2020)*

LA GOVERNOR (1):

Marco Franchi (10/11/20)*

STAFF GOVERNORS (1):

Angela McNicholas (ex-officio)*
Lorraine Frain (21/09/19)*

PARENT GOVERNORS (2):

Imran Chaudry (24/01/2021)*
Matt Derry (23/01/2021)*

Also in attendance:

Audrey Galvin – Deputy Headteacher*
Helen Holloway - Clerk *

* denotes present

^ denotes absent

PART 1

GOVERNORS' DAY – All Governors were invited to meet with staff in the Staff Room from 8am.

The meeting commenced with an RE presentation by Lorraine Haugh, RE subject leader.

Clerk's Note: The GB Meeting started at 9.20am.

1. OPENING PRAYER & APOLOGIES

1.1 The meeting commenced with an opening prayer. Apologies received and noted from Andrew Tobin and Eveleen Riordan-Sayers.

2. DECLARATION OF INTERESTS

2.1 The Declaration of Interests register was circulated at the beginning of the meeting and signed by all governors present; there were no conflicts to declare.

3. MINUTES OF THE PREVIOUS MEETING HELD 21ST MARCH 2017

3.1 The part 1 minutes of the previous meeting 21ST MARCH 2017 were **RECEIVED** and **ACCEPTED** as a true and accurate record and signed by the Chair.

4. MATTERS ARISING FROM PREVIOUS MINUTES NOT ON THE AGENDA

4.1 All Governors completed a skills audit and KW will report back on the results at the next GB meeting. **ACTION: KW – May GB meeting**

5. OFSTED

No items to report.

6. GOVERNORS' RESPONSIBILITIES

6.1 Paul Byrne has been appointed as a Foundation Governor with effect from 31/03/2017 to 31/08/2020. Paul has agreed to take on the lead responsibility for Premises, Health and Safety.

7. LOCAL AUTHORITY AUDIT REPORT 2017

The Local Authority Audit report was circulated to GB ahead of the meeting. Issues highlighted:

7.1 Terms of reference The GB Terms of Reference which included an Appendix for the Admissions Committee was presented to the auditors. A recommendation was made to have separate Terms of Reference for the Admissions Committee and Pay Committee. The Clerk **AGREED** to draft a model Admissions and Pay Committee terms of reference to present to the GB.

ACTION: Clerk

7.2 Inventory A recommendation has been made for governors to conduct annual inventory spot checks around the school and this will be implemented.

8. POLICY REVIEW

8.1 DISCIPLINARY POLICY / SICKNESS ABSENCE POLICY / CAPABILITY POLICY

The Headteacher is still waiting for the Diocese of Westminster to respond to the query about obtaining clarity on the responsibilities highlighted in the above policies. The Headteacher will report back to the GB.

ACTION: Headteacher

8.2 FLEXIBLE WORKING POLICY

The draft Flexible Working Policy is still with Judicium for review and will be circulated to the GB for review once the draft has been completed.

ACTION: Agenda item next meeting

9. MULTI ACADEMY TRUSTS (MATs)

9.1 MF attended the meeting in April for local family of Schools during which the Diocese of Westminster informed the schools they are proposing to offer financial advice and support to schools in the future. However, no formalized plan with costs for this proposal has been presented. AM will be attending the next working party meeting at Westminster on Friday and will report back the GB at the next meeting. During the discussion it was noted that in the future it may be increasingly difficult for school to survive as a stand-alone school particularly with the implementation of the National Funding Formula in 2018.

10. CHAIR OF GOVERNORS ITEMS

10.1 The Chair congratulated KW on completing the London Marathon.

11. REPORT FROM LINK GOVERNORS

11.1 PREMISES, HEALTH AND SAFETY

11.1.1 Paul Byrne (Foundation Governor) has agreed to take on the role of lead for Premises, Health and Safety with immediate effect and last week met with the SBM and Premises Officer. PB will also be responsible for reviewing the School asset register, conducting annual spot checks and reporting back to the GB.

11.1.2 LCVAP Bid – The School is still awaiting results on the LCVAP bid. It was noted that DHP sent an email to the School advising if the LCVAP bid is successful it is not too late to progress works for the summer holiday.

11.2 FINANCE

The Financial Report was emailed to Governors ahead of the meeting. KW reported highlighting the following issues:

11.2.1 The School unofficial fund account is now closed.

11.2.2 The Main account carry forward of £94 k and the Budget 2017-17 was agreed by GB at the previous GB meeting (See minutes GB Meeting 21st March 2017)

11.2.3 Noted one of the biggest challenges is long term budget planning. The School budget is already reduced by £7k on basic funding and there will be further reductions next year.

QUESTION: A query was raised about the accuracy of the key statistic budget income figures quoted in the recent Audit report. The headteacher agreed to query the income figures and report back to the GB.

ACTION: Headteacher

Clerk's Note: Fr MA left the meeting at 9.45 am.

11.2.4. Year End at 31st March 2017:

Final closing Year End figure -	£242,429
Earmarked funds in carry forward	£ 94,000 for works as agreed in previous GB meeting (21 st March 2017)
Surplus carry forward to 2017-18	£148,429

11.2.5 Schools Financial Value Statement (SFVS)

The Schools Financial Value Statement (SFVS) was distributed to all Governors for comments. No comments received. The SFVS was **AGREED** by all governors via email.

11.6 CURRICULUM AND DATA

11.6.1 MF sent governors' visits Curriculum Report (13/03/2017) and the Data Report (09/01/2017) to the GB Data. There were no questions.

11.7 COMMUNICATIONS

No items to report.

11.8 CATHOLICITY

No items to report.

11.9 INCLUSION

No items to report

11.10 ADMISSIONS

11.10.1 The headteacher reported admissions for Reception are reduced. 49 Reception Places have been offered for September 2017. This figure is lower than last year which was 58. Consequently the pupil census in October will show an approximate loss of £40k due to the reduction in pupil numbers.

11.10.2 Nursery: 21 nursery applications have been received and there are 26 places available.

11.10.3 Concern was expressed about reduction in the numbers especially the nursery and it was recommended the Budget working party reviews whether the school will adopt the 30 hours for nursery pupils in the future. An invitation was extended to all governors to join the Budget Working Party which meets monthly.

11.11 SAFEGUARDING

No items to report.

12. PUPIL VOICE

12.1 The next School Council meeting is due to take place later this summer term.

12.2 The School Council recently completed a trip to the Houses of Parliament at the end of spring term. Two governors accompanied the pupils and staff on this educational visit.

13. GOVERNORS' VISITS & TRAINING

13.1 Governors' visits to the school included:

20th April 2017: Liisa McDougal and Paul Byrne joined the School Council Pupils on a trip to the Houses of Parliament

13.2 Governors' Training:

The Chair reported that following discussion on reviewing Governor training and looking at options in other boroughs and independent providers it is now recommended to go ahead and purchase the Haringey Governors' Training package for the year ahead. The GB **APPROVED** the decision to purchase Haringey Governor training.

13.3 New Governors were informed there is Induction training for New Governors on Saturday 17th June 2017 at Haringey Professional Development Centre and were encouraged to attend.

Clerk's Note: The GB meeting stopped at 10.15 am to allow governors to join the staff and pupils on the playground. After early morning playtime each governor was allocated a Year Group to visit and join in a class lesson. The GB meeting resumed at 11.30am

14. GOVERNORS' REFLECTION: The governors were asked to reflect on decisions made at the meeting which will make a difference for the pupils of our school:

- Visiting the school during the school day enables governors to see teaching in action and observe very happy children all of which reinforces the fantastic job the Headteacher and all staff at OLM are doing
- Governors observed how happy the children are, willing to participate in a lesson and learning together
- Great for the pupils to see and meet the School Governors and get to know them
- Evidence of one community between the staff and governors
- A successful audit report
- Governors' have a strategic overview of the budget with constant monitoring

15. SCHOOL TRAVEL PLAN

No items to report.

16. ANY OTHER BUSINESS

16.1 The headteacher reported there will be an Inclusion Presentation by the Inclusion Manager, Caroline Naylor at the next GB meeting.

16.2 Fr MA reported that Catherine West (MP) would be prepared to visit the School in support of the concerns about future budget constraints.

DATES OF FUTURE GB MEETINGS:

SUMMER TERM: Tuesday 23rd May 2017 @ 7pm
 Tuesday 20th June 2017 @ 7pm
 Tuesday 11th July 2017 @ 7pm

Signed: _____
 Chair of Governors

Date: _____

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GOVERNORS' ATTENDANCE RECORD 2016-17:

	17/05/16	20/06/16	12/07/16	20/09/16	18/10/16	06/12/16	24/01/17	21/03/17	25/04/17 Gov's Day
FOUNDATION									
Fr. M Anwyll	/	/	A	A	A	/	/	/	/
E. Rirodan-Sayers	/	/	/	A	/	A	/	/	A
A.Tobin	A	/	A	/	A	/	/	/	A
K. Wynne	/	/	/	A	/	A	/	A	/
R. Gregorio	/	/	/	/	/	/	/	/	/
L. McDougall <small>wef 15/01</small>	/	/	/	/	/	/	/	/	/
P.Byrne <i>WEF</i>									/
STAFF GOVERNOR									
A.McNicholas	/	/	/	/	/	/	/	/	/
L.Frain	/	/	A	/	/	/	/	/	/
LA GOVERNOR									
M.Franchi <small>wef 11/11/16</small>						/	/	/	/
I.Horokivica	A	A	A	VACANCY	VACANCY				
PARENT GOVERNOR									
M.Franchi <small>end term 10/16</small>	/	/	/	/	/				
A.Holding <small>resigned Dec16</small>				A	A	A			
I.Chaudry <small>wef Jan 2017</small>							/	A	/
M. Derry <small>wef Jan 2017</small>							/	/	/
OBSERVER									
A.Galvin	/	/	/	/	/	/	/	/	/
P.Byrne							/	/	

/ = PRESENT A = ABSENT