



Barnabas Oley Church of England Primary School FULL GOVERNING BODY

Meeting Date/Time..: Thursday 3rd May 2018

Place.....: School

Present: Mr J Petre (Chair), Mrs M Downes, Mrs R Smith (HT), Mr A Pett, Mrs S Bonnett, Mr I Strath, Mrs K Whinney, Ms S Autenrieth, Mrs S Reardon, Mrs S Perry,

In attendance: Ms C Jarvis (DepHT),

The meeting began with prayer, led by Mrs Smith.

18.076 Apologies for Absence

There were no apologies received.

18.077 Declaration of Interests

There were no declarations of interest.

18.078 Minutes of Last Meeting

The minutes from the last meeting were approved and signed by the Chair.

18.079 Matters Arising

The list of contributions for the annual review to parents was confirmed. Once written these will be sent to John Petre for inclusion in the Annual Governors Report to parents.

18.080 Recruitment of new Co-opted Governor – Update

There have been 4 applications for the 2 Co-Opted Governor vacancies. Mr Strath and Mr Pett have interviewed 3 of the potential applicants. Both Mr Strath and Mr Pett believed that, though all candidates had strengths, only one had been overwhelmingly favorable. Mr Petre suggested that the Governing Body should decline to offer a post to anyone who was not completely suitable. Mrs Morretto said that one of the posts should be offered to the first applicant (Mr Andrew Kluth) but that the other two should, on this occasion, be declined. The fourth application was received later and it was agreed that Mr Pett and Mr Strath would interview again as there is still one position available. This was agreed by the full Governing Body.

Action: Mr Pett to offer the first Co-Opted Governor position to Mr Kluth and let the other two candidates from the first round know that they have been unsuccessful.

Action: Mr Pett and Mr Strath to arrange and conduct an interview with the fourth candidate.

18.081 Recruitment of new Headteacher – Update

Confidential Minute taken.

18.082 Review of SEF

The Leadership and Management Section of the SEF was reviewed. It was agreed that the document was good in its current format and gave an excellent snapshot of the overall position of the school. Mr Petre suggested that the Governing Body should be involved in the updating of the SEF to ensure familiarity in readiness for the next visit by Ofsted. The recent Ofsted visit had highlighted the need for the School to emphasise and evidence the impact of actions undertaken. With this in mind, it was suggested that minor amendments be made to some of the language/wording.

The minuted updates are as follows, with proposed amendments in italics.

'The Headteacher has established strong leadership and management of the school, over the past six years, demonstrating ambition and a highly successful drive to aspire to the highest levels of achievement and personal development for all pupils over time. As a result of this continued commitment to excellence, she is now seconded (5 days per term) as a Diocesan Adviser where she supports several Headteachers across the Diocese. She has created a very strong senior management team, who have the capacity to support their colleagues well and to offer support within cluster schools and beyond. Both the Deputy and Assistant Headteacher have recently completed NPQH which is further evidence of the continuing drive and vision that leads the school.'

'Under the leadership of the current Chair, the Governing body, already strong, has further developed its challenge and support role as well as its strategic role regarding vision for the school. It is made up of skilled and active members with a clear induction and training plan in place. Evidence of this can be seen on 'The Key' where documents and templates written and designed by Governors at Barnabas Oley have been selected as examples of good practice.'

18.083 SEND Review and Update

Ms Autenrieth is to complete a report by the next FGB meeting. Mr Petre asked if there had been areas of concern highlighted by her visit. Ms Autenrieth confirmed that no, there were not.

Action: Ms Autenrieth to complete SEND report by next meeting.

18.084 Breakout Committee Groups

The meeting separated into committee groups for breakout meetings.

18.085 Feedback from Curriculum Committee

- Policies Approved – Drugs Policy
Marking Policy
Curriculum Policy
Attendance Policy

- PE Visit Report – This will be written by Mrs Moretto on Sports day.

18.086 Feedback from F&GP Committee

Finance Review – SFVS

- Mr Pett confirmed that the SFVS has been reviewed and submitted.
- The Data Protection policy was approved.

Budget for next Financial Year

Mrs Whinney gave a presentation to the Governors on the Budget Submission for 2018-19.

In summary the main points were:

Incomings

- The main LA funding was £578,300. This is down by £44,000 on the previous year. It also includes a ringfenced sports grant of £17,100. This overall figure is heavily influenced by the low PAN figure of 128, the reduced number of SEND children and the reduced number of children in receipt of Pupil Premium.
- Other income has been set at £6,700. This includes monies received from lettings of premises (£2,300) and also includes a prudent figure of £4,300 for donations received from parents, the PTA and other organisations.

Outgoings

- Employee costs account for 78.3% of total costs for the school at £481,000. This figure includes the reduced TA budget as a result of lower SEND requirements, and also the costs of a website manager and replacement of employed cleaner with a cleaning contract.
- Premises costs have increased from £43,000 to £55,000 reasons for this include higher building maintenance costs and increased energy costs due to school meals being cooked on site.
- Curriculum costs of £17,700 make up 2.9% of total costs for the school.
- Bought in services such as SLAs for services, SIA, finance, ICT, CB23, EPM have been reduced to £16,700 from £19,000 last year.

Mr Pett thanked Mrs Whinney for all of her hard work in producing the budget.

The budget for 2018 – 2019 was unanimously approved.

18.087 Admission arrangements for Autumn Term – Check in

Mrs Smith confirmed that currently there are 17 pupils due to start in Reception in September. In addition to this, a further 5 school visits have taken place for potential students in current year 1, year 2 and year 4. This would bring pupil numbers to 132 for September. Mrs Moretto asked if there was any particular reason why there seemed to be an increase in interest in the school. Mrs Smith said that it was down to the result of the Schools last Ofsted report.

18.088 Full Headteachers Report

The full Headteachers report is available on the website.

Mrs Smith highlighted the achievements of the school, in particular sporting successes at cross country events. Mrs Smith also told the Governing Body that the additional £500 worth of books, won in the World Book day competition, had arrived.

Mrs Smith informed the Governing body that the website was undergoing a revamp which would be complete by September.

18.089 Review of Ofsted Inspection

Mrs Smith commented that the recent Ofsted inspection had gone really well, but that it was a challenging day for all staff. Mrs Smith said that the amount of research that the inspector had done on the website prior to his visit was evident and that his lines of questioning were direct; focusing heavily on the website, data, previous Ofsted findings and issues of safeguarding. Mrs Moretto asked if the questions asked would be helpful in the next inspection. Mrs Smith said that yes, she felt that they would be. The report issued by the inspector had not highlighted many areas of focus and therefore there should not be many direct lines of enquiry at the next inspection. Mrs Smith said it was vital that the school remained on the 'front foot' ready for the next inspection. Mrs Bonnett asked when the next inspection was likely to be. Mr Petre explained that under Section 5, the next inspection could be within two years of when it was last due, and that therefore it could be as soon as the end of the Autumn term. Mrs Smith said that the school was in a fantastic position and that no other school in Cambridgeshire had been upgraded to outstanding from a good result.

Mr Petre and the Full Governing Body passed on their thanks and congratulations to Mrs Smith and all staff for their hard work and dedication.

18.090 Self-assessment / evaluation – Governing Body

Due to time restraints, this item will be moved to the next FGB meeting.

18.091 Plans for Staff and Governor Social – Update

The date for the Staff and Governor Social has been set as Thursday 12th July 2018. Mrs Moretto has kindly offered to host the event at her house. Mr Petre will circulate an invitation to all.

18.092 Date of Next Meeting

The next meeting will be on **Thursday 28th June 2018 at 7pm.**