

ASH GREEN COMMUNITY PRIMARY SCHOOL

Minutes of the Governing Board Meeting

20 November 2018, 6.15pm

Present: Barry Collins (BC), Jo Dye (JD), Steve Elliott (SE), Don Faulkner (DF), Bob Metcalfe (BM), Colin Reeves (CR), Kim Robinson (KR), Mungo Sheppard (MS), Robb Sutherland (RS), Kelly Taylor (KT)

Apologies: Jodie Parker (JP)

In attendance: Steve Mayfield (SM), Karen Lovelady (KL) Clerk

1. Welcome & apologies

Apologies as above, consent given.

KL informed GB of reasons for JP apologies and intention to stepdown from GB. Governor recruitment options discussed. KL has contacted Liz Broadley and awaiting response.

KL explained due to the Ofsted Inspection 15/11/18 the set agenda was revised to enable feedback discussion rather than call an extraordinary meeting. Agenda items deferred will be included on Feb 19 meeting:

- a) FGB self-evaluation & impact 2017/18 - governors to go through and contact KL, by 20/12/18 with new information to be included for 2017/18.
- b) Pupil premium report - report was received at committee but governor training will be rescheduled.

GB informed of fire at Lower Site KS1 playground which is under police and insurance investigation. The response from the community has been amazing; our local neighbours alerted the emergency services; a Just Giving Page has been set up by a parent and is currently at £300. Governors wish to pass on their thanks to all the site staff for dealing with this incident.

2. Declaration of interest

None.

3. Minutes of last meeting 25/09/18

Approved as an accurate record.

Proposed: BM Seconded: DF

Unanimously agreed

4. Matters arising

Item 6

Keeping Children Safe in Education Part 2. Statutory requirement is now that governors read the complete KCSE document – KL to circulate to all.

Item 14

Crossing at the Upper Site. No current update, GB request KL contact LA Highways Dept for update.

DK employment has been resolved externally.

All actions completed/addressed on agenda.

5. Committee minutes

- Pay Committee

School appraisal system is fair, robust and linked to performance.

- Resources Committee

BM has carried out his annual site visit; governor report will go to next Resources Committee meeting. BM thanked for his dedication to his H&S role.

- Roof quotes

GB scrutinised roof quotes and approved Cliffe Builders quote of £46,708; proven supplier and competitive quote. KL to inform MA/Site.

- Standards & Effectiveness Committee

Good meeting, RS has met with SM regarding data reporting and will continue to meet with SM

Action

All
governors/KL
KL agenda

KL

All governors
KL

KL

BM/KL

KL

prior to committee meetings.

- Governor visit report – RS SEN

RS met with SENCO, Anna Crowther (AC), to discuss reporting to governors. RS will meet with AC prior to future committee meetings. RS thanked for his dedication to his governor roles.

6. Ofsted

A team of 3 Inspectors, 2 of which were HMI, came in on 15 & 16 November 2018. Available governors met with Inspectors 15/11/18 and received initial feedback 16/11/18.

The importance of confidentiality was very strongly stressed; the report will be published in December '18.

Confidential Item

GB agreed not to call an extraordinary GB meeting following report publication as set timetable will accommodate business. KL to circulate full report when published.

KL

7. HT report

MS thanked for report.

8. SIP Monitoring

GB praised continuous robust monitoring.

9. Health & Safety Audit Report & Action Plan

Good result, report shows all the hard work carried out and site team do a great job. BM will follow up recommendations with Site Manager and will report back to next Resources Committee meeting. KL to follow up LA reporting requirements and timescale with Site Manager.

BM

8pm KR left meeting.

KL

10. SEF

Post Ofsted there will be slight changes to this report.

11. Sports Premium Report

Report shows good links to the community. Green Gym expenditure is committed. SM has some good ideas in this area and we will explore provision at Moorside Community Primary.

SM

12. Safeguarding

MS informed GB of current situation with FSW. HMSL, Anthea Hick, has picked up much of this workload which has almost doubled hers. Leadership will delegate some of this workload to other teams to assist. GB asked if Social Care would be able to offer support given the amount of work school does in this area; MS to explore options.

MS

13. Term Dates 2019/201

GB approved, KL to submit to LA.

KL

14. Policy Review

- M19 SEND Policy and Local Offer – approved
- M5i Governor Allowances Policy – approved
- M30 Pay Policy & M32 Appraisal – approved. GB noted of email from bursar regarding pay awards
- M39 Lettings Policy - approved
- M46 Finance & Procedures Policy – approved
- M60 Charging & Remissions Policy – approved
- M23 Policy for Health, Safety and Well-Being – BM has some questions following H&S audit, will check with Site Manager and email revised version to KL
- M25i Policy for Equality Information and Objectives - approved

BM

15. Correspondence

None.

16. AOB

BC stated on behalf of all governors that they could not be more proud of this school, it is an amazing school. BC asked how Ofsted information would go to parents. A letter to parents will come through from Ofsted which we will circulate.

17. DONM

FGB 12/02/19

Meeting closed 8.30pm

Signed: _____ Chair of Governors

Date: _____