



Full Governing Body Meeting

Monday 2nd December 2019

Chaired by: Jill Skidmore

Clerked by: Laura McNulty

Present: Lionel Atherton (LA); Sarah Bellicoso (SB); James Handley (JH) Head; Cat Labio (CL); Jill Skidmore (JS) Chair; Mary Teeboon (MT); Helen Woodruff (HW); and Laura McNulty (LM) Clerk.

Action:

030 19/20 **Introduction and Welcome**

The meeting started at 5:30pm with a welcome from JS followed by a prayer by LA.

031 19/20 **What we are hoping to achieve this evening**

Governors agreed that they hope to achieve a positive, timely and productive meeting.

032 19/20 **Any other business**

None.

033 19/20 **Apologies**

Janet Haddock-Fraser (JHF) sent apologies as she was unable to attend due to a prior commitment.

Caroline Payne (CP) sent apologies as she expected to be late.

Agreed

034 19/20 **Governing Body Membership**

The three Governor vacancies (1 for a foundation Governor and 2 for foundation trustee Governors) have potential candidates who are awaiting approval by the PCC. It is hoped that they will be in position for the first meeting in the new year.

035 19/20 **Declaration of Business Interests**

Declaration of pecuniary and personal interest forms were received from CP, HW, CL, JHF, SB, LA and MT. Outstanding for JS and JH.

Action

There were no declarations of business interests in the agenda of this meeting.

036 19/20 **Minutes of previous meeting**

The minutes of the meeting held on 30th September had been previously distributed. They were agreed as correct as signed by JS.

Agreed

037 19/20 **Confidentiality**

There are no items to be marked as confidential.

038 19/20 **Matters arising and actions**

(113 14/15) Consider purchase re B Gregory – 'Bill's Bell'. Ongoing.

039 19/20 **Committees:**

Curriculum Committee – Chair CL

Not met.

Finance Committee – Chair JS

JS talked through relevant points.

Private School Fund – The NatWest account for the PSF currently has a balance of approximately £4,595 which includes some parental payments due to be transferred into the school budget. The account has been audited by A. Hollinrake. Governors expressed their thanks.

School Budget – current predictions show a potential £4,000 surplus at the end of 20/21 + additional ring-fenced savings. The balance at the end of 21/22 looks like a deficit of £28,000. This is based on a 5 pupil intake and in many ways shows the worst case-scenario. Governors discussed and are aware that projected budgets more than one academic year into the future often prophesise doom and gloom, but that this should also be taken seriously and potential safeguards considered.

Applications for Reception places in September look high (12+). MT asked if it was possible, plausible and prudent to accept this many. JH replied that it was manageable and that with Governors agreement he was inclined to. This would have a direct and immediate positive effect on the school budget.

JH reported on Devolved Formula Capital (DFC) which is ring-fenced funds for structural and IT improvements. The current balance is £3,700. JH requested that some of this is used to purchase a new oil tank as the present tank is no longer fit for purpose and presents a potential risk. School have received a quote from DCC for £2,844 to include the removal and disposal of the old tank, and purchase and installation of the new tank including draining and refilling any fuel. Governors agreed.

Agreed

Personnel Committee – Chair JS

SB left the room.

JH explained that targets setting had been completed for staff and that KF had met her targets so a scale point increment was requested. Governors agreed. JH had targets set reflecting the SIAMS report. No teachers had progressed to the UPS. LA stated and JH agreed that some staff are pushing forwards and striving to meet new challenged and targets, whilst other staff are consolidating their existing strong position. No concerns were raised.

Agreed

SB re-joined the meeting.

Buildings and H&S Committee – Chair JS

Discussion around the oil tank – also covered under Finance.

CP arrived 18:20pm

040 19/20

Headteacher's Report

JH talked through the report which had been previously distributed.

Attendance continues to improve.

JH and HW (in her role as SENCO) have met with parents where children have been identified as having potential additional needs. MH asked if there was available budget for children with additional requirements but no individual funding? JH replied that whilst there is not easy additional funding to be found, meeting the needs of every child in our school is a primary requirement, and the school budget will be used where appropriate to achieve this. JH explained that there is enhanced recording of present actions in place for every child with additional needs, so that school can easily monitor what is in place, what works, what is required, and any specific costs incurred. To help meet these costs, much

of the Pupil Premium is spent on staffing as it has been proven to have the greatest impact of progress.

CP talked through how she had been looking into funding pots from the many local housing developments. This is ongoing but it is thought that developers may have had stipulations imposed to invest many thousands of pounds for towards new school places, and Governors agreed that there should be no reason why our school could not access some of these funds.

SIAMS Inspection – the school has been rated as EXCELLENT!! This is a massive achievement. Governors congratulated JH and all staff for their significant part in this. Taddington is the only school in the Peak District to achieve this rating. The report recognised many outstanding areas.

041 19/20

Summer 2 summative data

JH talked through pupil progress figures which looked very positive for the last period. JH warned that this period is likely to look less positive due to the individual cohorts and the usual issue of small cohorts skewing the overall picture. This will be discussed in greater detail at the next Curriculum sub-committee meeting. MH asked if there is sufficient evidence of rigorous progress tracking. JH confirmed that IEP's are present for students on the SEN register, but that there is a now a provision map for all children with additional requirements. CP asked why reading seemed to dip around year 3. JH explained how initially reading is measured for fluency and then progresses to comprehension, which is quite different. SB stated that the test format is also more rigid for older children, with tighter time constraints.

042 19/20

Sports Funding and Pupil Premium

Sports Funding

Discussed

Pupil Premium

Discussed

043 19/20

Policies

MT asked if JH had completed the designated Safeguarding Lead training yet. JH replied that he had not. Governors agreed that this needed completing as a matter of urgency. JH agreed to get this booked before the next meeting. JH mentioned that HS at Peak Dale school was working very closely with him on all matters relating to safeguarding pending DSL training. JH gave a brief overview of reporting and recording processes. MT asked if JH was able to demonstrate the impact of the intervention on the outcomes for children. JH described the process and cited examples of how this was achieved.

Action

MT asked if SB had up-to-date training as her role includes this requirement. SB confirmed that her refresher training was every 2 years and the next update was not yet due.

Action

MT asked if she could attend Safeguarding training. JH agreed to ask CP to book this.

MT asked if HW provided 'early help' in her role as SENCO. Governors discuss the requirement for this. JH agreed to check with the cluster Primary schools on what they have chosen to do to cover this requirement. LA suggested looking into how the Diocese can help with this as they already offer a similar provision. HW asked if there was support for post-looked-after children. MT mentioned that as the provision is stated in the Safeguarding Policy, the school needs to consider this

further and put a plan in place. Governors agreed to add Early Help as an agenda item at the next meeting.

Governors approved the following policies:

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| <ul style="list-style-type: none"> • Assessing, recording and reporting achievement • Governor Induction pack • PSHE and Citizenship • Professional competence of teachers • Professional development • Child protection and safeguarding • Computer disaster recovery • Code of conduct for employees • Code of conduct for the Governing Body | <ul style="list-style-type: none"> • Mathematics and calculation • Modern foreign languages • RE • Accident • Administration of medicines • Attendance • Management of sickness absence • Supporting pupils with medical conditions • Debit card • Confidentiality and handling sensitive issues • Complaints |
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Agreed

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| 044 19/20 | School Improvement Plan
Mentioned during the Headteachers report. | |
| 045 19/20 | Chairs Report
Nothing to report. | |
| 046 19/20 | Extended Services / Explorers
CP mentioned that there are no significant changes since the last meeting, with finances a constant worry. It is hoped that should the September intake be as large as anticipated, Explorers may see a significant improvement. | |
| 047 19/20 | Parent View
There are not currently enough responses to feedback the results. | |
| 048 19/20 | Governor SEF and Skills Audit
Forms returned. Results to be collated and discussed at the next meeting. | |
| 049 19/20 | Budget / Finance
Discussed. | |
| 050 19/20 | Virements, Approvals, Disposals and Transfers
No requests. | |
| 051 19/20 | SEND
Covered during Headteachers report. | |
| 052 19/20 | Safeguarding
JH, SB and MT to complete Safeguarding audit in the new year. | Action |
| | JH to book onto Designated Safeguarding Lead training as a priority. | Action |
| 053 19/20 | Governor Visits
Governors visit school regularly but are not completing Governor visit reports. This is an area for improvement in 2020. | Action |
| 054 19/20 | Correspondence and Information for Governors
Some Governor DBS checks are due. | |
| 055 19/20 | AOB | |

CL's term of office end in January. CL has very kindly agree to stay on for another term. Governors agreed, and are unanimously grateful!

Agreed

What have we achieved that will make a difference to the children in our school?

Discussion and agreement for the strategic leadership of the school.

The meeting ended at 8:00pm.

Date of next meetings: **Monday 3rd February 2020**
Monday 30th March 2020
Monday 18th May 2020
Monday 13th July 2020

All meetings held in Taddington School.