



Meeting of the Local Governing Body
held on Monday, 21 January 2019 at 6.30 pm

Present:	Luci Amos	Headteacher
	David Amos	Trainer (Item 5)
	Jane Barry	Foundation Governor and Chair
	Kay Allen	Co-opted Governor (Items 1-7)
	Michelle Groom	Parent Governor
	Nick Middleton	Parent Governor
	Sam Momber	Staff Member (items 1-7)
	Mary Potter	Foundation Governor
	Alan Seabrook	Observer (Items 1-5)
	Rev Anne Wilkins	Foundation Governor
	Matt Williams	Co-opted Governor
	Jacqui Cashmore	Clerk

Action

1 Apologies for Absence

Apologies for absence were received and accepted from Charlie Conroy and Anna Duncan.

2 Register of Business Interests

There were no declarations of interest raised with regard to items on the agenda.

3 Equalities Impact Assessment

Acknowledged and available for Governors at the Meeting.

4 New Appointments and Resignations

4.1 Alan Seabrook was welcomed to the meeting for Item 5. Alan has volunteered to become a Co-opted Governor and we are in the process of appointing him to this role.

5 Development Focus – Ofsted: What we need?

5.1 David Amos had been invited to the meeting give a presentation to Governors to help them understand the new Ofsted Framework, which would come into effect from September 2019.

5.2 A self-evaluation exercise was carried out. Following the exercise Luci, Jane, Michelle and Nick agreed to meet to bring together a draft document and action plan.

LA/JB/NM

6 Minutes of the Meeting held on 19 November 2018

Action

The Minutes of the meeting held on 19 November 2018 were agreed and signed as a true record.

7 **Matters Arising from the Minutes of 19 November 2018**

7.1 Governors noted the report and were updated on the following:

7.1.1 Budget 2018/19 – internet fees (6.1.1): Nick will now look at the costs in more detail and report back to the next meeting. **NM**

7.1.2 Fundraising – Gift Aid (6.1.5):

- This option has been added to ParentPay and we will monitor what response we get, before taking any further and applying for this.
- Governors agreed that after each termly fundraising event, a thank you to parents would be included in the School Newsletter.
- Nick agreed to design a poster for the school to display, to encourage parents to give.

7.1.3 Governors' letter to parents re fundraising (6.1.8): Deferred to LGB Meeting 18 March 2019. **Clerk**

7.1.4 FSP 12.10.18 - Budget Forecast 2019/20 and beyond – impact of Pensions increase (7.2.2): Governors noted the increase will be covered for 2019/20 but will not be covered for following years and this will have a significant impact from 2021 and thereon. JB confirmed it was highlighted at the AGM when the financial report was presented. It is an issue for everybody in the MAT as the money has to be found from somewhere. We will need to continue to plan for this.

8 **LGB Terms of Reference and Constitution**

8.1 The Terms of Reference were discussed at Heads and Chairs (HAC) in November and amendments proposed. The amendments were taken to the Trustee Board on 5 December 2018 and were approved at the meeting.

8.2 As part of this review the LGB's composition has been revised. As employees of the Trust cannot be Co-opted Governors, Kay has been able to switch from a Co-opted to a Staff Governor role.

8.3 Current constitution

- 1 Headteacher (Luci)
- 1 Staff Governor (Sam)
- 3 Parent Governors (Charlie, Michelle and Nick)
- 4 Co-opted Governors (Anna, Matt, Kay, vacancy)
- 3 Foundation Governors (Anne, Jane, Mary)

The total number of governors is 12.

Signed:

Dated:

8.4 New constitution

The Headteacher (Luci)
Up to 2 further Staff Governor (Kay and Sam)
Up to 3 Parent Governors (Charlie, Michelle and Nick)
Up to 3 Co-opted Governors (25%) (Anna, Matt, vacancy)
Up to 3 Foundation Governors (Anne, Jane and Mary)

The total number of governors is 12.

8.5 Governors agreed that the split of governors in the new constitution was a good balance and were happy with the change.

8.6 Following discussion Governors agreed to adopt the LGB Terms of reference.

9 **Any Other Information**

9.1 Future agenda items

- Governors agreed that if we were to include an agenda item to reflect on the self-evaluation at the July LGB, they would need to look at how we can trim back the LGB agenda at that meeting, due to the amount of business that comes to that meeting.
- Governors agreed that it may be better to have a reflection topic on the agenda at each meeting throughout the year, rather than an area for development
- Governors to email the Clerk 3 key topics that they would like to focus on at the LGB meetings throughout the year. Governors would prepare in advance of the meeting and come along to the meeting with questions.
- It was agreed that Vision and Values would be included on the LGB agenda in March.

Clerk

Govs

Clerk

9.2 Key documents: A Governor asked whether key documents for Governors could be held on the OneDrive, so that they could be easily accessed. Clerk to take forward.

Clerk

9.3 SIAMs Inspection: We are due for a mid-term inspection and will be reviewing our SIAMS report. David Williams from the Diocese is coming into the school to meet with Luci soon.

10 **Date and Time of Next Meetings**

Monday, 18 March 2019 at 6.30 pm

The meeting close at 8.30 pm.