

# Gilmorton Chandler C of E (Aided) Primary School

Minutes of a meeting of the Full Governing Body held at the school on 7 December 2016 at 6.40pm.

## PRESENT

Mr G Read (Chair)	Mrs M Sandford (Headteacher)
Mr A Shields	Mrs E Durnin
Mrs W Thompson	Mrs D Hone
Mr N Robbins	Mrs D Moore
Mr P Bell	Rev Emma Davies

In attendance: Gordon Grimes (Clerk to Governors).

<b>1</b>	<p><b>Welcome and Prayer</b></p> <p>Rev Emma Davies opened the meeting in prayer.</p> <p>The Chair welcomed everyone to the meeting and welcomed Mrs Thompson to her first meeting since her appointment as a Parent Governor.</p>	
<b>2</b>	<p><b>Apologies</b></p> <p>Apologies were received and accepted from Mrs K Morgan and Mrs J Smith.</p>	
<b>3</b>	<p><b>Declarations of Interests re agenda items</b></p> <p>Governors were asked to make a declaration of any personal interests in any of the items that were on the agenda for discussion. Mrs Sandford declared that she was also Headteacher at Ullesthorpe C of E Primary School. Rev Emma Davies declared that she was also a Governor at North Kilworth C of E Primary School. There were no other interests declared.</p>	
<b>4</b>	<p><b>Approval of Academy Accounts 2015/16</b></p> <p>Mr Bell reported that the members of the Business Management Committee met with the academy auditors, Clear and Lane to discuss the 2015/16 accounts. A copy of the accounts and audit summary documentation was sent to all Governors ahead of the Full Governing Body meeting.</p> <p>It was noted that the reserves have increased and at 7% are now closer to the recommended level of 8% to 10%. Overall it was a good audit report with the annual report and financial statements being in good order.</p> <p>There were only 2 minor weaknesses identified by the auditors.</p>	

	Governors agreed to approve the 2015/16 accounts.	
<b>5</b>	<p><b>Confirmation of Minutes of Previous Meeting</b></p> <p>The minutes of the meeting held on 28 September 2016 were confirmed as a true record of the meeting and were signed by the Chair.</p>	
<b>6</b>	<p><b>Matters arising from the minutes</b></p> <p>Item 12, page 182: Rev Emma Davies will continue to take the lead in identifying a suitable candidate to fill the vacancy for a Foundation Governor.</p> <p>Item 13, page 182: A pay recommendation was made for one member of staff and agreed by members of the Pay Committee by e-mail. No meeting was required.</p>	
<b>7</b>	<p><b>MAT Update</b></p> <p>Mrs Sandford updated Governors regarding the formation of the new Multi Academy Trust (MAT). She stated that application for the MAT was sent to the Regional Schools Commissioner (RSC) on Friday 2 December 2016 following the resolution of the land issue at one of the schools. An application has also been made for a grant of £100,000 from the new MAT growth fund.</p> <p>A meeting of Headteachers and Business Managers from the schools joining the MAT will take place at Gilmorton on Friday 9 December 2016. Sarah Hubbard and Mel Nichols will take the lead for Business Managers. Mrs Sandford will discuss with Headteachers what the new MAT will look like with potential peer reviews of performance and mock Ofsted inspections being discussed.</p> <p>Due diligence is continuing with a number of schools being in a potential financial deficit position, the growth fund grant will help this situation.</p> <p>Governors will continue to be kept informed of the progress of the application.</p>	
<b>8</b>	<p><b>Headteacher's Report</b></p> <p>The Headteacher's comprehensive report had previously been circulated to all Governors.</p> <p>The Headteacher highlighted the following points:</p> <ul style="list-style-type: none"> <li>• The NOR was 208. Details were shown of the breakdown of boys and girls and year groups in the report. There were</li> </ul>	

	<p>currently 25 applications to join the school next year.</p> <ul style="list-style-type: none"> <li>• The attendance for 2015/16 was 97.4%. This is low at the present time due to repeat absences on account of illnesses caused by a nasty bug.</li> <li>• There were no alleged racist or bullying incidents and no exclusions or complaints. 2 safeguarding reports had been made.</li> <li>• A grant of £10,000 has been received from the Big Lottery fund and has been used to develop the Foundation Stage outdoor area as detailed in the report.</li> <li>• As already reported, the glebe land has been sold with an option agreement which ensures that the school will continue to have access to a playing field. The developers of the land wish to improve facilities for the school by providing additional car parking and a pull in for buses. There is currently £78,000 available in Section 106 monies.</li> <li>• The Christmas fair was well attended and it is expected that about £3,500 was raised by FOGS.</li> <li>• The results of the pupil attitude survey were circulated to Governors and was pleasing.</li> <li>• Children's attainment data was circulated to Governors ahead of the meeting and was fully discussed. There are currently no concerns.</li> <li>• Support continues to be given to other schools as detailed in the report.</li> </ul>	
<p><b>9</b></p>	<p><b>Working Committees/Group Reports and Decisions</b></p> <p><b>Business Management</b></p> <p>In addition to discussing the 2015/16 Academy Accounts (see item 4 above), the committee looked at the budget report and staffing position and there were no matters of concern to report. A Governor Health and Safety visit will take place next term.</p> <p><b>Headteacher Performance Management</b></p> <p>The committee met on Wednesday 23 November 2016 at 2pm at Ullesthorpe C of E Primary School for a joint meeting with the Ullesthorpe HTPM committee to review the Headteacher's performance. Mrs Baigent and Mrs Morgan attended the meeting together with 2 Governors from Ullesthorpe and Mr David Herd, the independent advisor.</p> <p><b>SEN Report</b></p> <p>Mrs Hone reported that she had met with Jane Simons earlier in the day and that there were currently 15 SEN children on the register, of these 13 have been diagnosed with specific learning difficulties and Mrs Simons will be carrying out further tests on 2 children in January.</p>	

	<p>Mrs Hone gave details of further evidence being collected for one child with the possibility of getting additional funding.</p> <p>SENCOs will be undertaking the first wave of assessments before the Educational Psychologists become involved. The provision of SENCO resource was also discussed.</p>	
<b>10</b>	<p><b>Governor Visits</b></p> <p>Mrs Morgan visited the PE department on 2 December 2016 to meet with Mr Paul Thompson to review the effect of the extra funding for PE and future plans. Mrs Morgan had completed a Governor visit report form.</p> <p>There has been an increased participation in PE throughout the school and teaching of PE by all the staff within the school is of a very high standard. The use of external coaches, funded by the additional sports monies for various sports has been very successful. The work undertaken with Danny Laywood from Lutterworth College has been very good.</p> <p>The additional sports funding has had a very positive effect on the children and their participation in PE and sport in and out of the school.</p>	
<b>11</b>	<p><b>Governor Learning and Development Opportunities</b></p> <p>Mrs Durnin and Mrs Thompson have attended Governor induction training.</p> <p>Mrs Moore has undertaken the first part (of 3) of Christian Distinctiveness awareness training.</p> <p>Rev Emma Davies has undertaken Governor Visits training.</p> <p>Governors were reminded to let Mrs Hone have details of training that they had attended.</p>	<b>Action:</b> Governors
<b>12</b>	<p><b>Documents received by the Chair of Governors</b></p> <p>The Chair had received a letter dated 21 October 2016 from Lord Nash, Parliamentary Under Secretary of State for the School System, about good governance within academy trusts. The letter highlighted the need for good financial oversight, independence and diversity of trustees and that Chief Executive Officers and Chief Finance Officers of academies should not be on the Board of Trustees.</p>	
<b>13</b>	<p><b>Date and time of next meeting</b></p> <p>Wednesday 15 March 2017 at 7pm.</p>	

With there being no further business to discuss the meeting closed at 7.30pm.

Signed \_\_\_\_\_ Chair of Governors

Date \_\_\_\_\_