

# Gilmorton Chandler C of E (Aided) Primary School

Minutes of a meeting of the Full Governing Body held at the school on 5 July 2016 at 7pm.

## PRESENT

Mrs H Christie (Chair)	Mrs M Sandford (Headteacher)
Mr A Shields	Mr P Bell
Mr J Bone	Mrs J Smith
Mrs D Moore	Rev Emma Davies
Mr G Read	Mrs D Hone
Mrs S Baigent	Mrs E Durnin

In attendance: Gordon Grimes (Clerk to Governors).

<b>1</b>	<p><b>Welcome and Prayer</b></p> <p>The Chair welcomed Mrs Eileen Durnin to her first Governors' meeting since her appointment as a Foundation Governor.</p> <p>Rev Emma Davies opened the meeting in prayer.</p>	
<b>2</b>	<p><b>Apologies</b></p> <p>Apologies were received and accepted from Mrs K Morgan. Mr N Robbins was not in attendance.</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. Rev Emma Davies declared that she was a Governor at North Kilworth Primary School and Mrs Sandford declared that she was also Headteacher at Ullesthorpe Primary School.</p> <p>There were no other interests declared.</p>	
<b>4</b>	<p><b>Confirmation of Minutes of Previous Meeting</b></p> <p>The minutes of the meeting held on 15 March 2016 were confirmed as a true record of the meeting and were signed by the Chair.</p>	
<b>5</b>	<p><b>Matters arising from the minutes</b></p> <p>Item 7, page 169: The vacant post for a Foundation Governor has been filled by Mrs Durnin's appointment.</p>	
<b>6</b>	<p><b>Headteacher's Report</b></p> <p>The Headteacher's report was circulated to Governors ahead of the</p>	

meeting.

The projected pupil number for 2016/17 was 211 which is the theoretical maximum for the school. Attendance was very good at 97.4%.

The staffing structure for 2016/17 was detailed in the report.

The health and safety audit took place on 25 May 2016 and recommended additional work on risk assessments and additional documentation on local management of asbestos planning.

Quotes for new carpets in the year 4 classroom and the downstairs thoroughfare are being obtained.

Thanks were given to Rev Emma Davies for leading the school in outdoor worship to celebrate the Queen's 90th birthday.

A family fun day organised by the newly formed PTA took place on 29 June 2016 and was well attended with £1500 being raised.

### **Key Data Results**

Mrs Sandford reported the following results:-

EYFS: 73%, LA 68%, national 66%, there was a large differentiation between boys at 59% and girls at 92%.

Year 1 phonics: 90%, national 77%, girls 87%, boys 93%.

Year 2 phonics (retaken): 100%, national 64%.

Year 2 teacher assessments: Reading 81%, Writing 78%, Maths 78% and Science 88%.

Sats: Reading 68%, national 66%. GPS 84%, national 72%, Maths 71%, national 70%. Across all 3 subjects, 61%, national 53%.

The results were very good set against the national picture. Mrs Sandford had contacted local schools and found that the position was very mixed with little or no communality in the results.

### **Parental Survey**

Only 13 responses were received following an electronic survey of parents. The responses were very good with 100% of parents agreeing that their child enjoys school and is kept safe at school. 100% of parents felt the school promotes its Christian character well and that the school treated their child fairly and with respect. Comments made by parents were very supportive of the staff and the

	teaching and learning of pupils.	
7	<p><b>Working Committee/Group Reports and Decisions:-</b></p> <p><b>Business Management Committee</b></p> <p>Mrs Baigent will circulate minutes of the recent committee meeting to Governors.</p> <p>The committee discussed the budget and the potential carry forward will be approximately £22,000. The 2016/17 budget was agreed by the committee and was agreed by the Full Governing Body. The carry forward for the period from September 2016 to August 2017 will be £62,000 which will mitigate against potential lower income.</p> <p>The committee also discussed the internal audit report conducted in May 2016 which recommended that the cashflow forecast should be updated monthly and that the risk register should be refined to show fewer major risks.</p> <p>The health and safety audit was also discussed as outlined in the Headteacher's report.</p> <p><b>Learning and Teaching Committee</b></p> <p>The committee met on 21 June 2016 and the draft minutes were circulated to Governors who noted the contents.</p> <p><b>Christian Distinctiveness and Community Committee</b></p> <p>The committee met on 21 June 2016 and the draft minutes were circulated to Governors who noted the contents. The committee name had been changed from Admissions and Community Committee to better reflect the aims of the committee.</p> <p><b>Complaints and Pupil Exclusions Committee</b></p> <p>The committee have not met since the last Full Governing Body meeting.</p> <p><b>Headteacher's Performance Management Committee</b></p> <p>The committee have not met since the last Full Governing Body meeting.</p> <p><b>SEN Report</b></p> <p>Mrs Hone's had circulated the SEN report to Governors ahead of the meeting and Governors noted the contents.</p>	<p><b>Action:</b> Mrs Baigent</p>

8	<p><b>School Self Evaluation</b></p> <p>The self evaluation was detailed in the Headteacher's report to Governors. The outstanding ratings in respect of both Ofsted and SIAMS will not be changed in the light of the recent test results.</p> <p>The external review of governance has not yet taken place as it is believed that the company who offered to conduct this at no cost is struggling to cope with demand.</p>	
9	<p><b>Trustee's Report</b></p> <p>The draft Trustee's Report was circulated to Governors ahead of the meeting and was agreed. Mrs Sandford will send the report to Clear and Lane for final completion when the accounts are prepared.</p> <p>The final report and accounts will be published on the school website.</p>	
10	<p><b>Multi Academy Trust (MAT)</b></p> <p>Mrs Sandford stated that a meeting had taken place on 17 May 2016 for schools interested in joining the Gilmorton MAT. 9 schools had attended and expressions of interest had been requested by 30 June 2016. 11 schools had expressed an interest. The schools were mainly from the Lutterworth and Hinckley areas.</p> <p>Mrs Sandford and Mr Adrian Smith (academy advisor) had attended meetings with Governing Bodies and working groups at a number of schools for discussions.</p> <p>The DfE have been slow in processing the MAT application and Mrs Sandford will contact the Regional Schools Commissioner to speed up the application. Mrs Sandford will also raise the question of the delay at a forthcoming meeting with the National Schools Commissioner.</p>	
11	<p><b>Policies for Review</b></p> <p>There were no policies to be reviewed by the Governing Body.</p>	
12	<p><b>Governor Roles and Responsibilities</b></p> <p>Mrs Smith will take over the anti bullying Governor role from Mrs Christie.</p> <p>Mrs Baigent will undertake training to become a member of the Headteacher's Performance Management Committee.</p> <p>The position of Chair of Governors will shortly become vacant due to Mrs Christie's forthcoming resignation as a Governor.</p>	

<p><b>13</b></p>	<p><b>Governor Vacancies</b></p> <p>The vacant post for a Foundation Governor has been filled by Mrs Durnin's appointment. There are currently no other vacancies.</p>	
<p><b>14</b></p>	<p><b>Governor Visits</b></p> <p>Mrs Christie will circulate Mrs Smith's safeguarding report to Governors.</p> <p>Mrs Baigent and Mr Robbins will undertake their Pupil Premium visit and review early in the next academic year.</p> <p>Mrs Christie is in the process of completing the annual diocesan review of the Governing Body and will discuss this with Rev Emma Davies.</p>	<p><b>Action:</b> Mrs Christie</p> <p><b>Action:</b> Mrs Baigent Mr Robbins</p> <p><b>Action:</b> Mrs Christie</p>
<p><b>15</b></p>	<p><b>Governor Learning and Development Opportunities</b></p> <p>The new diocesan training and development prospectus has been received. Training for new Foundation Governors continues and Mrs Durnin will undertake this programme.</p> <p>Mrs Sandford has sent details of Governor training for 3 schools in the LASA group including Gilmorton to Governor Development Services. Local training will take place at Lutterworth College and 2 joint bespoke training events will be arranged for Gilmorton and Ullesthorpe schools.</p>	<p><b>Action:</b> Mrs Durnin</p>
<p><b>16</b></p>	<p><b>Documents received by the Chair of Governors</b></p> <p>The Chair has received the diocesan training and development programme (see item 15 above) and the diocesan review of the Governing Body (see item 14 above).</p>	
<p><b>17</b></p>	<p><b>Dates and times of meetings in 2016/17</b></p> <p>Wednesday 28 September 2016 at 7pm.  Wednesday 7 December 2016 at 7pm.  Wednesday 15 March 2017 at 7pm.  Wednesday 5 July 2017 at 7pm.</p> <p>Committee meetings will take place on 23 November 2016, 1 March 2017 and 21 June 2017.</p> <p>Mrs Christie will issue a schedule of all meeting dates to Governors.</p>	<p><b>Action:</b> Mrs Christie</p>
<p><b>18</b></p>	<p><b>Thanks</b></p> <p>As this was Mrs Christie's last meeting as a Governor, all members of</p>	

	the Governing Body thanked her for her hard work and excellent contribution to the school and the Governing Body over the last 8 years as a Governor and over the last 4 years as Chair of Governors and wished her well in the future.	
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With there being no further business to discuss the meeting closed at 8.05pm.

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

Date \_\_\_\_\_