

LANGHAM VILLAGE SCHOOL

MINUTES OF A FULL GOVERNORS MEETING – Tuesday 28th June 2016 at 6.30pm

IN ATTENDANCE

Matt Coe	MC
Polly Kossowicz	PK
Jeremy Bagnall-Oakeley	JBO
Maggie Broad	MB
Diana Howes	DH
Charlie Ward	CW
Mary-Jo Hill	MH
David Dalton	DD
Helen Ward (Clerk)	

There were no apologies for absence.

MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting were agreed and signed.

MATTERS ARISING

Governor profiles –PK to put on website	PK
SIDP –Governor Action Plan added to Leadership and Management section of SIDP.	
This is Langham – PK to complete for September	PK
Governing Body Self Evaluation Plan – Skills audit forms to be analysed and emailed to Gobs	HW
SIDP to reflect school's ethos and values. HW to put on next Agenda	HW
5-year plan Staff and Governor SWOT analyses to be completed next SIDP	
Cost of school meals –discussed at committee level	
After school clubs – School council to carry out survey to show how many children attend after school clubs. Discuss at next meeting (put on agenda)	PK/HW
Bad Debt Policy - reviewed at committee level	
Maternity cover – sorted	
School Fund Account – for agenda September meeting	HW
Gresham's visit – PK has arranged.	

GOVERNING BODY

MB's reinstatement is in place, but she has yet to receive confirmation.	
DH term of office complete. Staff nominations to be invited.	HW/PK
CW had expressed his intention to stand down from the GB – he was thanked for his many years of service to the school. MH is also considering leaving the Governing Body when her term ends in 2017. A new parent governor will need to be elected then.	

There was discussion regarding whether an additional governor should be sought and it was decided that PK should approach either Jenny or Steve Godson to see whether they would be interested, their considerable experience considered valuable.

PK

COMMITTEE A REPORT

MB ran through points of interest. There were no queries.

COMMITTEE B REPORT

JBO gave a verbal report. Minutes of the meeting to follow.

Finances

Spending is in line with the Budget.

The Friends raised £1,700 for a new bell tent, to be erected in the field. Thanks to The Friends were expressed.

Catering options have been explored. The cost of running with Norse would be about the same but there would be a saving of around £2,000 pa in operational costs (there will be no effect on our staff. Uniform and training are included, as is cover for catering staff sickness. PK will be tasting a sample meal or two and will make a decision for September.

PK

There is one bad debt (£109 for meals) for which a further reminder has been sent by recorded delivery.

JBO explained that due to an unexpected number of children leaving at the end of term, it has been necessary to produce a budget revision, which includes the necessity to make a teacher and a TA redundant by September 2017. This was handed to the Governors for discussion. All agreed that without the adjustment the figures are unworkable but there was some discussion on alternative ways of achieving the figures required in the revision, without reverting to 3 classes (it was felt that parents would be unnerved by this change). 7 governors agreed to approve the revision, with one abstaining.

Premises

We have had a visit from the Occupational Therapist regarding a child with Down's Syndrome starting in September. Modifications required to the school will be partly funded by County, with assistance from the child's parents.

1:1 staff support for the child will be funded via the Cluster initially (25hrs/wk) for the first 2 terms.

PK to request exterior decoration (due every 5 years).

PK

CLUSTER REPORT

There had been no meeting.

SAFEGUARDING REPORT

Included in HT report. Safeguarding audit to be carried out by PK before the end of term.

PK

MULTI-ACADEMY TRUST UPDATE

There have been various options considered since the last meeting, one being a Cooperative of 32 primary schools and 5 secondary. It was agreed that there was no urgency and we would continue as we are for the time being, without ruling anything out.

HEADTEACHER'S REPORT

This was largely self-explanatory. PK added that there had been a random Attendance Inspection last week which resulted in a good report. She also mentioned that the parents of a child who will be leaving at the end of term due to relocation have commented that the presence of a Breakfast Club in the school may have made it possible for them to stay at the school. This was discussed and it was agreed that we are not currently in a position to offer this facility.

GOVERNOR TRAINING REPORT

MB has attended a British Values course.

GOVERNOR MONITORING

DD had monitored an enlightening afternoon in Coral Class – report to be submitted

DD

CORRESPONDENCE

CW had written to MC informing him of his intention to leave the Governing due to other commitments.

DD has heard from Peter Dawes (NCC Building Dept) re Avada payments correspondence. This will be considered at committee level and a reply sent.

Comm B

ANY OTHER BUSINESS

MH offered to provide feedback as a result of discussions with some parents at the school. She herself felt that communication between governors and parents needed to improve, with some parents unaware of who the governors were. Some parents felt that Jet class needed to have more of a visible presence in the rest of the school - MH felt that if parents with children in the lower parts of the school were able to witness the exceptional activities and learning higher up the school, this might discourage the move to private education before the end of Yr6. Moving Jet into the hall was suggested and PK will consider this for September. She also felt that the school didn't provide enough in the way of team sport, particularly rugby, and that the school doesn't get 'to the hub' of the child. MC thanked MH for her candid report.

MC suggested parents attend an exit interview to clarify why they are taking their children out of the school.

Fundraising for the new building was briefly discussed, with the need for a timescale as soon as possible highlighted as well as the specific requirements of the building.

It was agreed that a governor to act as project manager could be co-opted for the duration of the project. Both DD and MC have possible candidates and will discuss with them.

MC/DD

The meeting was closed at 8.30

Date of next full governors meeting:

Tuesday 4th October at 4pm