

LANGHAM VILLAGE SCHOOL

School Vision: A place for fun, creativity, friendship, ambition, and discovery.

MINUTES of the Full Governing Board virtual meeting held on Monday 06 February 2023 at 5.30pm.

Governors:

Polly Kossowicz (Head)

Tom Dye (Chair)

Maggie Broad (MB) - Ap

Jo Green (JG) - Ap

Chris Carroll (CC)

Harriet Clark (HC)

Kate Jackson (KJ) - remotely

Emma Childs (EC) **Notes**

In attendance: PK, TD, CC, HC, KJ, EC

NO	ITEM	ACTION
1.	Welcome and Apologies 1.1 Apologies received and accepted from MB and JG.	
2.	Declaration of Business Interests relating to agenda 2.1 Pertinent to this agenda – None. All Governors to go on Governor Hub training section to update their declaration of interest	Governors
3.	Minutes of the previous meeting 3.1 Some corrections were made to the minutes of the previous meeting before being agreed as a true and accurate record. Minutes signed by Chair.	
4.	Matters arising 4.1 The following items were discussed: <ul style="list-style-type: none">Ramp has been cleaned outside Coral classroom.Sports Safe have repaired the bridge and the metal framework outside Amber is safe and special fixtures are being made which will take 4-5 weeks.Friends Newsletter was sent via email prior to Christmas.PK on top of all the policies. 4.2 The following items require further action: <ul style="list-style-type: none">Governor Training Update on Governor Hub	Governors
5	Governance 5.1 Membership of governing body <ul style="list-style-type: none">Staff Governor – MB to stay in post.Parent Governor – Have one interested parent. TD will invite him to attend the next meeting as a guest. PK to invite him to visit the school for a tour. 5.2 Governor Training Update <ul style="list-style-type: none">EC is booked on Effective Budget Monitoring 09 Feb 2023.EC has completed NSPCC Child protection and safer recruitment and cyber security training.KJ has completed NSPCC safer recruitment training. 5.3 Governor Monitoring Update <ul style="list-style-type: none">HC has completed Sport monitoring.CC has completed Geography monitoring.	PK/TD

	<ul style="list-style-type: none"> • KJ has completed Music monitoring. • MB has completed SEND and Phonics monitoring. • TD has completed Maths monitoring. <p>English, Writing, Forest Schools and History are due to be monitored next half term</p>	
6	<p>Committee A Report (T&L) 6.1 Met on 25 January 2023</p> <ul style="list-style-type: none"> • SIDP was discussed in detail to review progress, excellent progress has been made considering where we are in the year. • The following policies were reviewed, and amendments agreed: <ul style="list-style-type: none"> ○ Intimate care ○ SMSC ○ Social media ○ Medical conditions ○ Teaching and Learning Policy ○ Whistleblowing Policy and Procedure ○ Spelling Punctuation and Grammar Policy ○ Code of conduct for staff (to be reviewed at next meeting) • SEF form – Some minor changes were made in Early years. PK will upload to Governor hub. • Ofsted parent view – mainly positive. 	PK
7	<p>Committee B Report (Finance and Premises) 7.1 Met 18 January 2023</p> <ul style="list-style-type: none"> • Cyber security action points ongoing following the audit. • No audit is necessary for the School fund as no money was reviewed. • Ceilings replaced in Quartz and staff room during the Christmas holiday. • Decided not to progress with the additional fencing on the front wall, but this can be revisited if necessary at a later date • Looking to get plans drawn up for a new Coral Classroom with toilet and kitchenette – TD has spoken to the architect who is going to come up with some ideas 	
8	<p>Finance 8.1 Budget Revision 3 took place 24 January 2023</p> <ul style="list-style-type: none"> • The updated budget is available on Governor Hub. • We are now showing a surplus for the next three years. • £10,710 has been given for capital projects – offered to NCC as part of the electrical work and they declined and have asked for £17,000. • An additional Schools grant of £4,510 has been received to help cover the teacher pay rise. • The new figure for pupil premium is £1,455. • PK to go back to NCC and ask them to get three quotes for the Electrics 	PK
9	<p>Headteacher's Report 9.1 Circulated prior to the meeting.</p>	

	<ul style="list-style-type: none"> Attendance is low, but this is mainly due to illness, with a few holidays. Two children have left one from Reception and one from Year 1. One new child is starting after half term in Year 2. The Nativity went really well as did the Carol Concert The New Eco Council are working towards getting the 'Green Flag Schools Award'. The Eco Council recently went to the Nursing Home in Hindolveston and Ms Crichton said it was the best day of her career, the children were fantastic. Starting a therapeutic story writing course tomorrow – 10 week course for 6 identified children in Jet class. Looking at improving resilience, coping with anger, talking about emotions not feeling very good about yourself. PK will be working alongside the specialist teacher for one hour per week. PK to put details of the Eco Council outings in the newsletter. 	PK
10	Safeguarding Governor Update 10.1 Met 26 January 2023 <ul style="list-style-type: none"> Safeguarding Report for the Governing Body circulated prior to the meeting, available on Governor Hub. There are 2 questions on Page 7 that need to be completed. PK to complete. 2 families have EHAP plans in place. One child supported by the Matthew Project. One child supported by Pandora's Box – Three more have been referred. Three Encompass notifications for two families. 	PK
11	Health, Safety and Environment Update <ul style="list-style-type: none"> Fencing will be completed during half term around the perimeter and pond. Playground surfacing will also be repaired in half term. The sink units in Quartz and Amber will be mended, sanded down and then re-varnished. Trees work is ongoing. PK to ask for an end date. Fire inspection will be completed in a couple of weeks. Fire extinguisher training has been booked for all staff. 	PK
12	Staff wellbeing <ul style="list-style-type: none"> No staff changes since the last meeting. One midday supervisor off on long term sick, being covered by the existing staff. 	
13	Building Works Update <ul style="list-style-type: none"> Staff room has been completed and is providing a great space for staff to congregate in at lunch time. Would be nice to have a Bluetooth speaker. 	
14	Fundraising Update <ul style="list-style-type: none"> Cake sale Friday 10 February. Donation of £300 received from a Grandparent. 	

15	Policies <ul style="list-style-type: none"> Reviewed at committee level. 	
16	Correspondence Parking – Planters on North Road <ul style="list-style-type: none"> PC have asked for views regarding placing planters on North Road. Provided the PC go through the necessary process, highways have said they are likely to get approval. The PC have said that they are looking to place the planters to help improve Road safety issues. The Governors would be more than happy to speak with the PC regarding road safety on North Road, but do not believe the planters will have any effect other than to make the road less safe for children, with people parking further down the Morston Road or closer to the junction by the church. PC Meeting is to be held on the 07 March and following this the PC will decide whether to apply for consent from Highways Seems wrong that the PC are using taxpayers' money for a project that only benefits 2 residents in the Village. EC to draft a letter to the Monitoring Officer, explain the Governors' Concerns. 	EC
17	AOB Strikes <ul style="list-style-type: none"> Strikes email was sent out to all parents on the Friday preceding the strikes – School remained open with no issues. PK to email parents' the week before the next strike with the same message. 	PK
17	Confidential Item <ul style="list-style-type: none"> None. 	
18.	Dates of upcoming meetings: FGB at 5:30pm: 23 March, 25 May, and 6 July 2023 Committee A: Wednesday 22 March 2023 at 1.30pm Committee B: Thursday 09 March 2023 at 1.30pm	

Meeting closed at 7.30pm

Minutes agreed: 23.3.23

Action List

Item	Action	By Who	By When
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2	All Governors to go on Governor Hub training section to update their declaration of interest	Governors	
4	Governor Training Update on Governor Hub	Governors	
5	TD will invite new parent Governor to attend the next meeting as a guest. PK to invite him to visit the school for a tour.	TD/PK	
6	PK will upload to Governor hub.	PK	
8	PK to go back to NCC and ask them to get three quotes for the Electrics.	PK	
9	PK to put details of the Eco Council outings in the newsletter.	PK	
10	PK to complete updates to the Safeguarding Report	PK	
11	PK to ask for an end date for the tree works	PK	
16	EC to draft a letter to the Monitoring Officer, explain the Governors' Concerns.	EC	
17	PK to email parents' the week before the next strike with the same message.	PK	