

LANGHAM VILLAGE SCHOOL

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

MINUTES of the Full Governing Board virtual meeting held on Thursday 23rd March 2023 at 5.30pm.

Governors:

Polly Kossowicz (Head)

Jo Green (JG) - Ap

Kate Jackson (KJ)

Tom Dye (Chair)

Chris Carroll (CC)

Emma Childs (EC)

Maggie Broad (MB)

Harriet Clark (HC)

In attendance: Lorraine Barnes (LB)

NO	ITEM	ACTION
1.	Welcome and Apologies 1.1 Apologies were received and accepted from JG.	
2.	Declaration of Business Interests relating to agenda 2.1 Pertinent to this agenda – None.	
3.	Minutes of the previous meeting 3.1 The minutes of the previous meeting were agreed as a true and accurate record.	
4.	Matters arising 4.1 The following items were discussed: <ul style="list-style-type: none">• DoI – A few Governors still need to go onto GovernorHub and update their declaration of interest. LB to email and chase.• Parent Governor – We 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. TD advised that he did invite to the meeting but was unable to attend happy to keep doing this• PK to go back to NCC and ask them to get three quotes for the Electrics. We have an oven with an induction hob but can't use it due to insufficient electricity supply.• There are 2 questions on Page 7 that need to be completed. PK to complete.	
5	Governance <ul style="list-style-type: none">• Membership of governing body – Parent Governor TD advised that a Parent had been invited to tonight's meeting but was unable to attend. TD to ask them to come to the next meeting.• Governor Training Update – there was no update as the only training was tonight before the meeting at 5.00pm.• Governor Monitoring Update<ul style="list-style-type: none">(i) Writing monitoring – completed by Maggie Broad March 2023 - Monitoring – Forest School completed by Harriet Clark– March 2023 these were added onto GovernorHub.(ii) A further Writing Monitoring was arranged for June KJ has completed the Music monitoring.(iii) MB has completed SEND monitoring.(iv) Further writing, and History are due to be monitored next half term	PK/TD
6	Committee A report (Teaching and Learning)	

7	<p>Committee B report (Finance and Premises) Feedback from meeting on 9th March 2023 – The Committee met on the 9th March 2023 There were no themed audits.</p> <p>A discussion took place on the transfer of the old account to the new account and whether a cheque would be a good idea. Finances this coming year are sustainable. They would have accepted a deficit budget; we allocated more wages, to Pupil Premium. There is not a great deal of SEND funding until we make further applications.</p> <p>The budget is tighter than we would have liked, we have extra pupils coming in (3 in total) they are going to be in Years 3 and 4. We have one Year 5 leaving. We will be getting 15 children in from September. The cost of the Catering Contract with Norse has made a real difference. PK to email the Catering Company as Governors have asked for a breakdown.</p> <p>Decorating works are going to be expensive as it is not just painting the walls. There is a lot of prep work that is needed. PK has received one quote so far.</p>	PK
8	<p>Headteacher's report (to include staffing updates, SEND, Cluster and Safeguarding) A copy was added onto GovernorHub.</p> <ul style="list-style-type: none"> • A question was asked about a disadvantaged child, this is looked after children, but mainly free school meals. We get funding for 6 years. (Ever 6) • Pupil numbers have gone up, why has the budget gone down, this is because the system has been changed for the funding of SEND. • Is the staffing going to cause us issues from April? The person would have to go to another school and become a Deputy Head as they are on the upper pay scale, and everyone is on the main pay scale. If the other teachers went onto the upper pay scale, we would have to take something else on. • A question was asked about the teacher pay PK advised that there has been an offer but there is not a conclusion yet. A further question was asked about the strike and PK advised that all teachers got a 5% pay rise in September 	
9	<p>Safeguarding Governor Update</p> <ul style="list-style-type: none"> • Speak out, Stay Safe monitoring was done by Emma Childs. It was good to be able to watch and then understand the questions that were being asked. Jet Class (upper KS2) were at the assembly. PK did send out information to parents about this. She has received one reply, saying that nothing had been sent out, and PK is able to see when a parent opens and reads the emails. • PK is completing Mental Health Training on Friday. 	
10	<p>Health, Safety and Environment Update</p> <ul style="list-style-type: none"> • Fire risk assessments have been completed. • We are looking at the decking steps and are not doing anything with the gate or fence at the front of the building 	

	<ul style="list-style-type: none"> We have completed a beach clean and a clean in the village. We are going to do a Recycling Trophy we are doing a nature through nurture club. We are getting involved in a Wetlands Day with the rivers trust. 	
11	Staff wellbeing There have been some staff absences due to illness.	
12	Building Works Update <ul style="list-style-type: none"> There was no update given. 	
13	Fundraising Update <ul style="list-style-type: none"> A Parent came to see PK and asked questions about what fundraising we would like to do. It was agreed that we are going to do the end of term leavers assembly and Summer Fair. Feedback received is that Parents would like more notification of what the money raised by the Friends has been used for. 	
14	Policies <ul style="list-style-type: none"> (All the other policies were discussed at the Committee A and B Meetings) – 	
15	Correspondence <ul style="list-style-type: none"> The letter from the Parish Council about parking issues was covered earlier in the meeting. 	
16	AOB <ul style="list-style-type: none"> None 	
17	Confidential Item <ul style="list-style-type: none"> None. 	
18	Dates of upcoming meetings: FGB at 5:30pm: 25 May, and 6 July 2023 Committee A: 17th May 2023 - 1.30pm Committee B: 15th May 2023 - 1.30pm Both meetings at 1:30pm at the school	

Meeting closed at 7.30pm

These minutes were agreed on 25th May

Signed by Tom Dye

Action List

Action Point No	Action	By Whom	By When
AP02	All Governors to go on Governor Hub training section to update their declaration of interest. 23/02/2023 - Outstanding CC, EC, JG, PK	Governors	25/05/2023
AP04	Governor Training Update on Governor Hub	Completed	
AP05	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 – Outstanding	TD/PK	25/05/2023
AP06	PK will upload to Governor hub.	Completed	
AP08	PK to go back to NCC and ask them to get three quotes for the Electrics.	Completed	
AP09	PK to put details of the Eco Council outings in the newsletter.	Completed	
AP10	PK to complete updates to the Safeguarding Report	Completed	
AP11	PK to ask for an end date for the tree works - Outstanding	PK	25/05/2023
AP16	<p>Parking – Planters on North Road Concerns. There are a few areas which are vague as these are not under the Parish council contract. It may be worth us writing to the highways and sending in the objections. From a children's safety perspective they felt that it was unsafe for children to cross the road. There will be a space to drop off to the school on the one side of the road. Car parking issue.</p> <p>A question was asked if you have to have emergency access to the field. The developers want the school on side. There was an off the record chat. They did quotes on numbers, the letter from Kevin West wants an early meeting to be arranged. It has been dealt with and met with the County Council and hotel and there will potentially be more car parking. They are trying to mitigate this but do not have the space to do this.</p> <p>We need to keep the Parish Council on side, and it was suggested to have a meeting with them. PK suggested that Governors are happy to meet with them. They suggested that the criteria would be very low key for the first few weeks. The biggest point of objection was about the hotels staff parking.</p>	EC	
AP17	Strikes - PK to email parents' the week before the next strike with the same message. PK advised that there were no further strikes arranged	Completed	