

## **FGB Meeting Minutes 20 Sept 2017**

### **PART ONE**

**Present:** Elaine Joyce, Victoria Abbott, Adam Boshoff, Aaron Twaits, Carol Edmans

**In attendance:** Pam Langridge (Clerk) Sara Cox (Deputy)

#### **PROCEDURAL MATTERS**

##### **Apologies**

Apologies were accepted from AT, GB & DabI

##### **Declarations of Interest**

EJ declared relationship to school staff member.

VA declared husband had undertaken repair works in the school.

##### **Current Constitution**

Governors were advised Stephen Goddard has resigned with immediate effect. Governors welcomed Carol Edmans as Community Governor to replace Michelle Daniels.

Governors were made aware that Giles Bedloe will struggle to make future FGB meetings due to current work commitments. It was agreed in principle that he could become an Associate Governor with a Safeguarding focus once a replacement had been recruited.

Governors were made aware that Dewi ab Iorwerth intends to resign at the end of the academic year.

Current vacancies: 1 x staff and 1 x community.

[It was agreed vacancies will be advertised by EJ in SGOSS and AB will contact the Chamber of Commerce.](#)

[EJ will speak to GB to discuss an appropriate time to have a new parent governor election.](#)

##### **Appointment of new academic year**

Governors agreed to the following appointments:

- Chair – Elaine Joyce
- Vice Chair – Dewi ab Iorwerth
- Liaising with LA in the event of an allegation (Child Protection) against Head teacher – Giles Bedloe
- Child Protection / Safeguarding – Giles Bedloe
- Finance – Aaron Twaits
- Communications, community and website – Carol Edmans
- Premises and H&S – Adam Boshoff
- L&M including SDP priority areas to be monitored – Elaine Joyce
- Pupil Achievement include SEND – Andrew Turner
- Looked after Children & disadvantaged children – Andrew Turner & Giles Bedloe
- HTPM panel – EJ, DabI and CE meeting 17 October

Governors agreed to:

- Open meeting forum
- Adopt alternative arrangements
- Code of Conduct
- Confidentiality & Negligence statements

In response to ABs feedback from recent curriculum evening for parents Governors agreed they should have more visible presence at school. Suggestions including attending parent evenings, wearing name badges when in school & at events, setting up a comment box, adding Governor details / dates of meetings to school newsletter, continued circulation of Governor Gazette were all to be tried out.

### **Matters agreed as Urgent**

None

### **ENSURING ACCOUNTABILITY**

#### **Acceptance of Minutes Jul 17**

Agreed

### **Non Agenda Items**

None

### **Updates from The Chair**

None

### **STRATEGIC MATTERS – EFFECTIVE GOVERNANCE**

#### **Head Teacher Report**

Governors were advised there are 12 PPG children on roll which includes

- 8 x FSM
- 3 x Ever 6
- 0 x LAC
- 1 x Service

Governors noted an increase in children learning EAL (28 = 1/6 of the school). Governors asked that at next C&L meeting, to help them better understand the extent of pupil needs, be presented with the stage of English acquisition of children learning EAL and a Venn Diagram to show what cross over there is when children have more than one potential additional need

Governors were advised the HTLA had resigned and recruitment has begun.

AB asked when fire drill was undertaken and was advised 14 Sept. AB to arrange to attend next fire drill with VA.

### **SDP Priorities 2017 / 18**

Governors offered feedback on the draft SDP, developed by SLT with the support of an independent consultant:

- Governors requested the document offer a more strategic and ambitious set of priorities with SMART (**S**pecific, **M**easurable, **A**greed upon, **T**ime based) developmental goals so that progress could be more clearly monitored as required by effective governance.
- Governors asked if day to day operational details should be in a strategic overview?
- Each priority would be improved by the addition of some context /rationale.
- Governors felt the document did not reflect what the school is actually doing or the school's strengths. The style suggested a school in a considerably weaker position than Moss Lane
- Document should include clearer indicators for success.

After an extensive and robust discussion, it was agreed the draft SDP required some alterations. [A revised draft is to be circulated](#) to all governors for comment and then a small working party (to be agreed) will meet to finalise the SDP in readiness for ratification at next FGB. EJ suggested the governors might benefit from meeting with the consultant to understand the current thinking on SDP.

### **DfE Updates**

Governors discussed headlines from Hot Topics summary document.

[Governors requested password for ASP.](#)

[Governors were all asked to book a visit to the school to see the curriculum in action.](#)

[Pay policy review tasked to AaT.](#)

### **School Designation**

EJ and AB fed back, and governors discussed, the key points from the recent Confederation Meeting where the formation of a Co-operative Trust was discussed and key questions answered by rep. of the Co-op Trust and by a SCC representative. EJ proposed that "Moss Lane should pursue the next stage in forming a Co-operative Trust with other local schools."

Governors all agreed to the proposal GB and DabI had indicated their support for the proposal in emails to the chair/clerk.

[VA & EJ to further investigate implication of land ownership which may impact membership status e.g. founder or associate member.](#)

Governors look forward to the benefits & opportunities identified as shared practise; shared resources; economies of scale; shared staff; teacher training program.

### **Governor Training & Visits**

AB has booked onto H&S, New Governor Part 2 and Visiting Schools training.

Governors were all encouraged to book relevant training to their strategic area and book in visits to the school during the next term.

### **AOB**

None

### **CONFIDENTIAL MATTERS**

None

### **Meeting Review**

Governors reached a positive decision about moving forward and major change for the school. Governors recognised the importance of effective governance and the role of an effective SDP.

### **NEXT MEETING**

18 October - Resources - ***TIME TBC 7am or 6.15pm***