

Coverack, Manaccan and St Keverne Schools

LGB Meeting

Tuesday 29th January 2019 6pm @ St Keverne School

<p>1. <u>ATTENDING</u> :</p> <p>Emma Gooding Lisa Newberry (Executive Head teacher)</p> <p>In Attendance: Pat Nicholas, Clerk Donna Bryant, CEO Sean Pinhay, CFO</p>		
<p>2. <u>APOLOGIES</u> :</p> <p>Received and accepted from Susan Fawcett and Jill Ludbrook.</p> <p>There were not enough governors present to form a quorum; those present agreed to proceed with the meeting as planned and provide brief notes to present to the Trust Board.</p>		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	Staff governors declared an interest as paid members of staff.	
4.	<u>BUDGET AND ESTATES UPDATE from Donna Bryant & Sean Pinhay</u>	
	<p>Mrs Bryant and Mr Pinhay were welcomed to the meeting. Mr Pinhay presented the meeting with information related to the budget for the three schools, and the plans in place to reduce the budget deficits over the next two years.</p> <p>The main points discussed were:</p> <ul style="list-style-type: none"> Figures were circulated showing the financial outlook if no action was 	

	<p>taken to address the deficit.</p> <ul style="list-style-type: none"> • There were still some financial obligations related to the St Martin School closure. • Having five small schools in an Academy Trust was a difficult undertaking. • A series of meetings had been held with the EFSA, and grants had been awarded to support financial recovery. • Figures were circulated showing the financial position currently for the three schools. • The figures included expenditure to date and payroll up to the end of December 2018. The Forecast explains what the expenditure is expected to be at the end of the year (end of Aug 2019); the variance figure shows the important information, and was also to the year end. • These figures were as accurate as could be at this stage, as the opening reserve for all schools had not yet been confirmed. • A deficit was still indicated, but was not significant. It was important to set a realistic budget for the schools. • The final document showed a two year forecast for 2019-20 and 2020-21. These figures were accurate, although the income figure was subject to change depending on pupil numbers. • The NFF (National Funding Formula) would benefit the MAT schools, and especially the small schools. • All four schools were overpaying significantly for their catering services. This would be investigated. • Governors were reassured that the outlook was positive. <p>Mrs Newberry thanked Mrs Bryant and Mr Pinhay for their report.</p>	
5.	<u>MINUTES FROM THE 20.11.18 MEETING</u>	
	Deferred to the next meeting.	
6.	<u>MATTERS ARISING (not on this agenda)</u>	
	Deferred to the next meeting.	
7.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	Deferred to the next meeting.	
8.	<u>FEEDBACK FROM THE FORUM</u>	
	Deferred to the next meeting.	
9.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u>	
	<ul style="list-style-type: none"> • Governors were saddened to receive Jane Dudley's resignation, and wished to note their appreciation for her contribution. <p>The meeting discussed the recruitment of governors. It was agreed to</p>	

	<p>approach parents and staff personally rather than advertise. The meeting heard that there was a new vicar who may be willing to join the LGB.</p> <p>Mrs Nicholas would follow up on a prospective parent governor, and ensure that the correct paperwork was completed.</p>	
10.	<u>HEADTEACHER'S REPORT</u>	
	<p>Mrs Newberry's report had been circulated with the agenda in advance of the meeting.</p> <p>The main points discussed were;</p> <ul style="list-style-type: none"> • Mrs Newberry had received a warm welcome from staff and parents. The schools were used to the executive head model and the change had been received positively. • Staff were now settled into their new roles, and morale overall had improved. • The new admin staff had settled in well, and were receiving support from an experienced Southerly Point secretary in the new MAT processes and procedures. • In light of the new Ofsted framework, a revision of the curriculum will take place, with the focus will on foundation subjects and specific skills. • All three schools were working on the learning environments; decluttering and improving the quality of the resources. • Teachers were getting accustomed to the Jason Hurr tracking system. • There would be a robust focus on Y1 phonics and Y2 SATS. • The outdoor EYFS space at Coverack was to be developed. • The SEFs would be updated using the Perspective software. • Mrs Newberry had been impressed with Mr Studd's work on PE and sport premium across the schools. • The first Forum meetings would take place in the second half of the term. 	
11.	<u>SAFEGUARDING GOVERNOR'S REPORT</u>	
	Deferred to the next meeting.	
12.	<u>STRUCTURED QUESTIONS</u>	
	<p>Curriculum</p> <p>Training & Development of the LGB</p>	Deferred to the next meeting.

13.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	Deferred to the next meeting.	
14.	<u>FOCUS ITEMS AND UPDATES</u>	
	Deferred to the next meeting.	
15.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	Deferred to the next meeting.	
16.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	Deferred to the next meeting.	
17.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	<ul style="list-style-type: none"> The Coverack, Manaccan and St Keverne LGB was not yet constituted in line with the SoDA. The meeting was held as planned and notes prepared as a record of the plans for recruitment and budget management. 	
18.	<u>DATES OF FUTURE MEETINGS</u>	
	<ul style="list-style-type: none"> Tuesday 12th March 2019 6pm @ St Keverne (following the KesMAT Board meeting at 5pm) (Trust Board 14.3.19) Tuesday 14th May 2019 6pm venue TBC Tuesday 25th June 2019 (if required) 6pm venue TBC (Trust Board 11.7.19)	

The meeting concluded at 8pm

SIGNED:

DATED: