

Parc Eglos
Local Governing Body meeting
24th September 2019 from 17.00

<p>1. <u>ATTENDING</u> :</p> <p>Marc Talbot – Chair Brett Dye – Headteacher Jayne Banner – Deputy Head Lorna Cobbin Richard Haylock Julia Worsdell Mike Beckerleg Clare Kendle - Clerk</p>		
<p>2. <u>APOLOGIES</u> :</p> <p>Stewart Patterson – Vice Chair Tom Tripp</p>		
		<u>ACTION</u>
<p>3.</p>	<p><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></p>	
	<p>The Chair welcomed governors to the meeting.</p> <p>The Clerk provided the annual pecuniary interest forms which will be kept at the school and the information provided to the school for GIAS and the website.</p> <p>Governors completed the annual code of conduct in the meeting.</p> <p>The Clerk also reminded governors of the Terms of Office for the LGB.</p> <p>Elections for Chair and Vice-Chair</p> <p>The Clerk asked for expressions of interest for the roles of Chair and Vice-Chair for this year. MT expressed an interest in the role of Chair, he was the only governor who put their name forward. It was agreed unanimously by all present that he should be the Chair with the succession plan in place and agreed by all governors.</p> <p>SP expressed an interest in the role of Vice-Chair, He was the only governor to put their name forward and it was agreed unanimously that he should take up the position with the intention of becoming the Chair in future years when the current Chair steps down.</p>	
<p>4.</p>	<p><u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u></p>	
	<p>The minutes from the previous meeting were agreed as a factual representation of the meeting, they were signed by the Chair.</p> <p>Matters arising otherwise on the agenda:</p> <ul style="list-style-type: none"> • Governors vacancy is ongoing • MAT finance meeting will be chased by the Headteacher and the Chair 	

	<ul style="list-style-type: none"> • Terms of office will be compiled by the Clerk and given to the school to place on the school website 	
5.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	None to date.	
6.	<u>FEEDBACK FROM THE FORUM</u>	
	None to date.	
7.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u>	
	<p>Resignation; Andrew O’Neil has resigned from his role of governor, The Headteacher and the LGB wished to thank Andrew for his time on the governing body and the positive impact he had had.</p> <p>Keeping Children Safe In Education; The document was circulated to governors prior to the meeting, they all agreed that they have read and understood their roles and responsibilities.</p> <p>Governor monitoring; The governing body agreed that this needs to be more frequent and to be organised formally. Governors were asked to complete governor monitoring forms and submit them to the Headteachers and Chair.</p> <p>MT visits on a half termly basis but it would be prudent to formalise this and evidence accordingly.</p> <p>Governor roles JW- Safeguarding/SEN MB – Premises/H&S MT- Whistleblowing LC - Pupil premium/LAC RH - Sports premium</p>	
8.	<u>HEADTEACHER’S REPORT [TERMLY, INCLUDING FRONT PAGE SUMMARY DATA]</u>	
	<p>There is a large decrease in funding which has meant that finances are being carefully considered for the school. The numbers in the school are increasing, which is positive.</p> <p>The shortfall in the budget was explained. The school is being proactive in increasing its income, which governors noted is really positive.</p> <p>There is a possibility of the school being better funded in future years, the Headteacher will update governors more at the next meeting- Action</p> <p>Staffing update – School office. There is a new office manager and the team is working well. A new space has been developed to the side of the office and means that there is a less busy space for the office staff to be able to complete their work without being interrupted.</p>	Head teacher
9.	<u>SAFEGUARDING GOVERNOR’S REPORT [STRUCTURED QUESTIONS] [TERMLY]</u>	
	Contact has been maintained between the safeguarding governor and the school. Safeguarding training has been undertaken for all staff and governors that were available. Two EHCPs are expected and the evidence are being compiled currently.	
10.	<u>HEALTH AND SAFETY UPDATE</u>	
	There will be new contacts made by Mike, learning walks will take place on site on a quarterly basis. The headteacher requested an investigation into the fingers potentially being caught and the potential need for finger jams on the school doors after an	

	incident took place. All parties involved are content with the outcome but it would be prudent to carry out anyway.	
11.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	The previous meeting had minuted the monitoring that had taken place with the reports being discussed which included next steps and impact. The Chair and the Headteacher will compile this terms monitoring dates and let the governors know, they will take place potentially on a Wednesday morning.	
12.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	The new school year has been busy but has started well, there are big decisions which are being considered carefully with the best interest of the pupil's forefront. Governors were able to challenge discuss the decisions being considered.	
13.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	As noted above.	
14.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	The SLT succession plan to be submitted by the Headteacher.	
15.	<u>DATES OF FUTURE MEETINGS</u>	
	<ul style="list-style-type: none"> • 11th February • 9th June <p>Time meeting finished: 7pm</p>	

Chair's Signature MTalbot Date 25/02/2020

Item	Actions arising from the last meeting:	Who:
Headteachers report	To update governors on the possibility of extra funding	Headteacher
	To update governors on the secondment opportunity and decisions	Headteacher