



FGB Meeting Minutes 30 January 2019 PART ONE

Present:

Elaine Joyce (EJ)
Victoria Abbott (VA)
Adam Boshoff (ACB)
Aaron Twaits (AaT)
James Bingham (JB)
Laura Edmends (LE)
Andrew Turner (AJT)
Steve Turnbull (ST)

In attendance:

Pam Langridge (Clerk)
Carolynne Ballard (School Business Manager)

Apologies

Apologies from AaT, CE, GB.

Declarations of Interest

CE declared married to ST.
ST declared married to CE.
EJ related to staff member.
VA declared husband has carried out maintenance work at school.

Constitution

1 x Foundation vacancy

Acceptance of the Minutes

Agreed.

Matters Arising

ACB queried if H&S policy had been amended and was advised that front page now read correctly (3 years).

ST advised he had visited the school and undertaken the Safeguarding Audit.
[Governor Visit Report to follow.](#)

Teacher on a page was provided to Governors.

Updates from the Chair

Moss Lane School is now formally part of the GLP as a foundation school. EJ and VA have been confirmed as Directors. There is still no further clarity over the land / asset transfer. VA has left a message for Stone King.



Currently there is work on a draft operational document for the GLP. There is one more meeting to action this, then the first formal meeting of the GLP will be arranged.

Governors agreed we should start to recruit for the Foundation Governor vacancy and EJ will reach out.

Governors agreed there should be some communication to parents following the consultation. EJ agreed to draft paragraph for next newsletter.

Head Teacher Report

Governors were advised that the HT has met with a parent who had raised a complaint and all issues have since been resolved.

Governors were advised there is conflicting information around the classification of EAL children. There are 18 pupils included in the HT report, 7 of whom require some level additional support within the school.

Governors discussed place planning, projected reception applications and on roll numbers. It was agreed it would be nice to have literature to distribute to local nursery school parents in advance of school admissions. VA, LE, NR and CE to meet to discuss how best to promote the school within the local community.

Governors received a prioritised impact report on budget reductions and agreed that whilst it was beneficial to have an out of class Deputy / Senco, the budget does not allow for this in the future. It was suggested that, as it looks unlikely that there will be any improvement in funding, the school should look to return to a staffing structure that includes an in class Assistant Head and part time Senco whilst recognising that this poses some risk should the HT be unavailable as the Assistant Head does not have to take up headship duties. It also does not change the fact that the same range of work needs to be done.

Governors asked what would be best staffing structure from a financial basis? AaT and VA to report back.

Governors also raised the question and discussed their role in condoning reductions in school funding be 'making it work'

Finance

Governors were advised the Babcock Service Directory has arrived. School are keen to secure early bird booking discount. Governors encouraged school to seek competitor prices. It was agreed it would be good practise for AaT, NR, CB and VA to meet to agree purchases and procurement. CB to advise governors on the date responses need to be made.

FMR

No areas of concern. Points to note:

- Teacher pay grant received
- A child with an EHCP and 30 allocated hours has left school and it is anticipated funding will be clawed back. A child with an EHCP and 18 hours

has started at the school, it is expected the number of hours allocated will increase. School have retained the LSA.

- Income from lettings has decreased. School will try and secure more bookings focusing on school holidays.
- Currently no Caretaker. Will advertise role with reduced hours and use salary saved to book quality tradesman to carry out back log and future works as required.

Draft Budget

This has been submitted.

SVFS

Not yet received from SCC

Outdoor Classroom

Governors received a proposal and quotations for an outdoor classroom.

Governors asked for clarification on what space will be used for and were advised group interventions of up to 10 children; meeting space for 10 adults; office space for Senco; First Aid provision at lunchtime; and external after school clubs.

Governors were advised the PTA are very supportive of the idea and are hoping to raise significant funds to contribute to the cost.

LE suggested the school and PTA do some work jointly to support fundraising specifically for the classroom.

NR advised it is important for school to seek written permission from the Diocese.

NR advised Sports Premium funding could be used for the building if it could be used to support sporting activities within the school.

Governors encouraged school to apply for local grants and funding eg GOLO.

It was agreed it would be useful for VA and AB to visit some showrooms to get a better understanding of the space and quality of the buildings compared to the price.

It was agreed that it would be advisable to visit similar buildings in local schools to look at wear and tear / design / use.

EJ agreed to approach local Co-Op shop for funding.

Governors agreed in principle to commit £6k of capital to the build.

Governors asked for an updated list of all planned future works eg Year R toilet, radiator cover replacements, redecoration works for overview and budget planning.



External building survey report to follow but no major concerns were raised during the survey.

Updates from Strategic Leads

Governors were encouraged to have their say in the Ofsted Consultation.

EJ thanked JB and AaT for their woodland school visits and reports will be reviewed in next meeting.

Policies to Review

To be reviewed at next meeting.

Confidential Matters

None

Meeting Review

Governors agreed the provision of an outside classroom space would be a beneficial asset to the school and its pupils.

Next meeting

3 April 2019 6.15pm @ Moss Lane School