

**Minutes of the Governing Body Meeting
held at Fairfield Primary School on Wednesday 1st February 2017**

Present

Ms S. Lewis, Mr J. Dunlop, Ms E. Scourfield, Cllr R. Cook, Mrs A. James, Miss B. Hurlstone, Ms Z. Lincoln, Mrs K. Clarke, Mrs M. Williams, Mr S. Glover, Mr J. Wilcock, Mrs K. Lewis, Mr C. Johnson

1. Apologies for Absence

Akmal Hanuk

2. Meeting with Vale of Glamorgan Council re Nursery Proposal

Mike Matthews and Trevor Baker from the Vale of Glamorgan Council were present to consult with governors regarding the proposed nursery at Fairfield. Governors were given information relating to the nursery and answered questions from governors.

It was considered that a formal response from governing body would be advantageous.

This would be discussed under any other business since the composition of the governing body has changed considerably recently.

3. Minutes of the previous meeting

A correct record

4. Matters arising

For the benefit of new governors Mr Dunlop summarised the impact that the budget deficit was having on the provision for ALN pupils. The possibility of fund raising to provide extra staffing was discussed. Ms Lewis informed governors that funding had changed in that SEN pupils were now part of the criteria for the formula budget but the criteria for SEN pupils was now much stricter. It was decided that a letter should be written to the Vale of Glamorgan Council stating that all of the available data suggests that the school requires additional funding. It was further decided that ALN would be an agenda item for future meetings in order that the situation can be monitored.

5. Correspondence

None

6. Leadership committee report

Areas discussed were: -

- school improvement standards
- increased support from the EWO re our attendance
- parents were being invited to meetings with the Headteacher regarding punctuality if their children had been late for 4 or more mornings in 6 weeks
- budget expenditure
- nursery consultation issues
- driveway fencing
- monitoring and observing lessons
- moderation of monitoring by challenge adviser

7. Other committee reports

Teaching and learning - minutes had been distributed to governors prior to this meeting.
Standards - minutes had been distributed to governors prior to this meeting

8. Consortium model pay policy

It was agreed to defer the adoption of this policy until it could be ascertained if this policy had been subject to an assessment for equality impact.

9. Vale of Glamorgan revised school attendance policy

This had been accepted by the Standards Committee. However, there was some disagreement as to whether 10 days holiday should be authorised. After discussion it was decided that the school policy would be that the Headteacher would not authorise holidays.

10. Governors' annual report to parents

It was requested that all governors' telephone numbers be deleted from the report with the exception of Mr J. Dunlop, Chair of Governors. The report will then be published on the school website with a hard copy available to parents on request.

11. Governor training

Mr Glover had booked a date for his induction training.
Mr Wilcock had booked dates for induction training and data training

12. Teachers' representative's report

- Mrs James extended thanks to Mr Johnson on behalf of the teachers for facilitating the donation from the Principality Building Society
- Videos showing Digital Leaders, School Council and Squad Cymraeg reports were shown to governors.
- Governors wished to record their thanks and would encourage more reports at future meetings.

13. Non-teaching staff representative's report

Nothing to report

14. Health and Safety

- Health and safety monitoring is ongoing. Icy mornings are a safety risk at the moment of which Ms Lewis and the Caretaker are both aware.
- It was suggested that there should be a review of the Health and Safety policy

15. PTA Report

It was recognised that the work of the PTA was fantastic in terms of providing resources for the school.

It was suggested that a PTA representative be invited to the next meeting, this to be the first item on the agenda.

16. Any Other Business

- A formal response from the Governing Body will be made in favour of the provision of a nursery unit at Fairfield.
- It was agreed that a business case should be made in relation to submitting a bid to the Moondance Foundation for IT equipment.

- There was a discussion re the traffic and parking situation with particular reference to traffic speed on Wordsworth Avenue especially near the crossing patrol. It was agreed that a letter be written the Vale of Glamorgan requesting that the transport plan be reviewed as the governing body were very concerned about road safety in the vicinity of the school.
- Mr Dunlop encouraged governors to organise learning walks around the school.

17. Matters deemed to be confidential for the publication of the minutes

None

18. Date of next meeting

Wednesday 17th May 2017

Signed



Chair of Governors

Date: 17th May 2017