

Minutes of the Governing Body Meeting held at Fairfield Primary School on Wednesday 26th November 2014

Present

Ms S. Lewis, Mr J. Dunlop, Mr N. Gibbs, Mrs R. Jowett, Mrs A. James, Ms Z. Lincoln, Mr Akmal Hanuk, Miss B. Hurlstone, Cllr R. Cook, Ms C. Maher, Dr R. Smith

Mrs Jowett welcomed Ms Maher to the governing body and introductions were made.

1. Apologies for Absence

Mrs E. Streets.

Apologies were received from Ms E. Scourfield the day after the meeting. Ms Scourfield had been held up at a meeting which overran.

2. Minutes of the previous meeting

A correct record

3. Matters arising

Page 1

None

Page 2

Ms Lewis answered queries from governors re attendance.

Page 3

Governors were pleased to note that the ramp and handrail were now installed.

4. Correspondence

None

5. Headteacher's Report

See Appendix 1

Ms Lewis also informed governors as follows: -

- Governors will be taking more responsibility for target setting in future. It was generally agreed that more training for governors was needed in this area and it was suggested that perhaps someone from the Vale could come out to inform governors.
- There is to be a meeting regarding the resource base provision as the Vale were carrying out an audit of the provision in respect of what is needed and what is currently available.
- 4 members of the PTA committee have stepped down due to personal circumstances. Some parents are willing to help with various events but not willing at the moment to take over a committee role. Mrs Thompson has agreed to be Treasurer.
- Ms Lewis gave governors information regarding the forthcoming meeting with Karen Newby-Jones, Challenge Adviser, in respect of standards, ability to improve and the level of support we can expect. There was some discussion and Ms Lewis answered queries from governors.

- Governors asked what the current situation is regarding governors and the DBS procedure. It was decided that Mrs Landeg should contact the Vale to ascertain whether governors should have a DBS.
- Policies ó Governors agreed that policies could be reviewed by specific committees.
- **CONFIDENTIAL ITEM**

6. Finance committee report

The budget is 66.79% against an expected spend of 66.66% at the current period. Certain cost centres had been identified as being overspent and money had been transferred to the budget which will offset these overspends. It was suggested that minutes and reports of the finance committee meetings should be circulated to all governors.

There was also some discussion re governors having access to audit results. It was acknowledged that this was sent to the Chair of Governors. It was agreed that a copy of the recent audit report should be emailed to all governors.

7. Committee membership

Vacancies on statutory committees were filled.

It was decided that the structure and function of other committees should be looked at and amended as necessary. Ms Lewis would look at this and email governors before the next meeting.

8. Other committee reports

None

9. Governor training

None

10. CONFIDENTIAL ITEM

11. Governors' annual report to parents

- Mrs Jowett to email Chair of Governors Report to Mrs Landeg.
- It was noted that there was an error on the Foundation Phase Outcomes Report included in the full report which was caused by a software glitch. This will be corrected before the report is issued to parents.

With the amendments as above the report will be ready to be distributed.

12. Teachers' Representative Report

- A successful day of recording had taken place resulting in the production of a school cd featuring children, parents and staff. This can be purchased for £7.99.
- Rehearsals for the Christmas performances are going well. Governors were given information re dates and times and invited to attend any of the performances.
- Positive feedback responses were received from staff re the self evaluation process.

13. Non-teaching staff representative Report

Nothing to report.

14. Health and Safety

A flood has taken place due to the urinal in the boys' toilet being deliberately blocked. This has caused some of the tiles to lift away from the floor and they will therefore need replacing for safety reasons.

15. PTA Report

This has been covered in the Headteacher's Report.

16. Any other business

- There was some discussion regarding the outstanding facilities available in the new St Cyres build.
- Year 6 children will be visiting St Cyres to watch the dress rehearsal of 'The Wizard of Oz'
- Cllr Cook gave governors information regarding current and forthcoming local educational projects.

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

Agenda item 5, bullet point 7.

Agenda item 10

18. Review of Meeting Dates

Two further dates were arranged - 13th May, 2015 and 1st July, 2015

19. Date of next meeting

28th January 2015