

GOVERNING BODY OF FOUR MARKS CHURCH OF ENGLAND PRIMARY SCHOOL

Full Governing Body Meeting Minutes	Date of Meeting: 24.05.22	Start Time: 17:00	End Time: 18:30
Present: Catrin Adlam (CA); Esther Andrews (EA); Amy Cox (AC); Anna Duckworth (AD); Jonathan Elliman (JE); Alasdair Goddard (AG); Kirstie Goldsmith (KG); Veronica Stoodley (VS); Dale Vearncombe (DV), and Howard Wright (HW).	Apologies: Clare Branney, Richard Dollimore, Mark Smith and Mike Smith.		
In attendance: Jack Frawley (Clerk)			
Chair: Howard Wright	Clerk: Jack Frawley		

Main points discussed	Decisions/Actions	Action				
1 Welcome and Apologies	Welcome and apologies for absence The Chair welcomed all present to the meeting. Apologies were intimated on behalf of Clare Branney, Richard Dollimore, Mark Smith and Mike Smith.					
2 Declarations of Interest	Declarations of Personal and Pecuniary Interest/AOB 2.1 To record any change to pecuniary interests and to advise of any other interests and related party transactions. None. 2.2 To check that all governors had confirmed pecuniary interests and KCSIE (2021 part 1) on Governor Hub. Noted.					
3 Minute of previous meeting held on 29 March 2022	Minute of meeting held on 29 March 2022 The minute of the meeting held on 29 March 2022 was approved by the FGB and authorised for signature by the Chair as a true and accurate record of the meeting.	Clerk				
4 Actions from the meeting held on 29 March 2022	(i) FGB – Governors to consider themselves for the role of Chair. Expressions of interest were sought for the position of Chair. AG joined the meeting during consideration of the following item of business.					
5 Reports from Committees	(i) Resources The outturn balance for 2021/22 was £177,727. At its meeting of 13 May 2022 the Resources Committee had agreed to refer the draft revenue budget 2022/23 and the draft breakfast club budget 2022/23 to the FGB for adoption. Draft Revenue Budget 2022/23					
	<table border="1"> <tr> <td></td> <td>Value (£s)</td> </tr> <tr> <td>Income</td> <td>1,576,110</td> </tr> </table>		Value (£s)	Income	1,576,110	
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Main points discussed	Decisions/Actions	Action								
	<table border="1" data-bbox="376 108 1149 236"> <tr> <td>Expenditure</td> <td>1,620,418</td> </tr> <tr> <td>In Year Surplus/(Deficit)</td> <td>(44,308)</td> </tr> <tr> <td>Surplus/(Deficit) Brought Forward</td> <td>177,727</td> </tr> <tr> <td>Cumulative Surplus/(Deficit) Carry Forward</td> <td>133,419</td> </tr> </table> <p data-bbox="376 268 1910 300">HW, seconded by DV, moved adoption of the revenue budget for 2022/23. The FGB agreed to adopt the revenue budget 2022/23.</p> <p data-bbox="376 331 1989 395">Breakfast Club Budget 2022/23 – HW, seconded by DV, moved adoption of the Breakfast Club budget for 2022/23. The FGB agreed to adopt the Breakfast Club Budget 2022/23.</p> <p data-bbox="376 427 689 459">Pupil Premium Governor</p> <p data-bbox="376 459 1944 523">AG had recently undertaken the pupil premium governor training and had indicated his interest in taking up this role for the FGB. HW, seconded by AD, moved that AG be appointed the Pupil Premium Governor. The FGB agreed to appoint AG.</p> <p data-bbox="376 555 723 587">(ii) Standards and Curriculum</p> <p data-bbox="376 587 2045 699">JE provided an update from the S&C Committee. At its meeting of 12 May 2022 the Committee had received an update on art. The curriculum was being developed with links to other areas including history and science. Each art unit had an overarching WALT (We are learning to) sheet which made progression in learning for art clear. Children would discuss art with others as part of the enquiry approach, understanding and respecting that people have different opinions.</p> <p data-bbox="376 707 2022 794">The Committee also received an update on history and geography which were linked curricular areas. Progression in mapping skills was developed through the curriculum: EYFS: what's in front of you, KS1: local national and some international, KS2: expanding on KS1: global - looks at continents, location of physical features (e.g. mountain ranges, volcanoes etc).</p> <p data-bbox="376 802 2045 890">JE provided an overview of the information considered by the Committee relating to SEND. The weekly training sessions with LSAs had gone well and the next steps included: involve children and their parents; CPD and training for LSAs; add useful resources to the website, and improve DT children's access to the curriculum.</p> <p data-bbox="376 922 2045 1042">SATS had now finished. VS commented that it was very challenging to be tested on a 2 year programme of study where significant teaching time had been lost. Results were due on 5 July 2022. KS1 was being moderated. There was no deviation from pre-COVID standards for what was expected from the children, and there needed to be evidence of every standard to be able to achieve a particular standard. VS had heard that there would not be moderation at KS2.</p> <p data-bbox="376 1074 1877 1106">The Early Years Team had been shortlisted for a Hampshire Education Award. The results would be announced on 4 July 2022.</p>	Expenditure	1,620,418	In Year Surplus/(Deficit)	(44,308)	Surplus/(Deficit) Brought Forward	177,727	Cumulative Surplus/(Deficit) Carry Forward	133,419	
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6 SIAMS Inspection	The Chair advised that he would make a personal representation on how the inspection was conducted as he was concerned that the method of inspection is not conducive to seeing the desired values in practice. The Chair led the FGB in thanks to the staff for their hard work to make the inspection a success.									



Main points discussed	Decisions/Actions	Action
	<p>VS advised that in general the inspection went very well and that it was a very positive report. Collective Worship and Spirituality were found to be 'excellent'. The next steps for the school was: to look deeper at diversity within Christianity (different denominations within Christianity). HW felt the 'Good' grading did not take account of all the ways in which the school was 'Excellent'.</p> <p>The FGB discussed the ability to view the inspection as a chance to learn from and take note of how to improve and prepare ahead of Ofsted and future visits with a firm focus on evidencing every outcome area. However, alongside evidence it was important for Ofsted to be able to speak knowledgably as well. The recording of Governor visits was another important area.</p>	
<p>7 Inset Days 2022/23</p>	<p>The FGB agreed the 2022/23 inset days as:-</p> <p>1 September 2022 2 September 2022 31 October 2022 3 January 2023 26 May.2023.</p>	
<p>8 Safeguarding</p>	<p>Appointment of Safeguarding Governor</p> <p>Eunice Maloney had resigned as a member of the FGB and there was consequently a vacancy for the position of Safeguarding Governor. Nominations were sought for the position. AD seconded by DV moved HW as Safeguarding Governor on an interim basis. There were no further nominations. HW was appointed Safeguarding Governor on an interim basis.</p> <p>VS provided an update on safeguarding matters. There were fewer high level issues but there were more friendship issues being experienced than usual. This increase was likely as a result of the impact on socialising through the pandemic and in particular less developed skills regarding how to resolve differences. Some children also seemed more preoccupied with the idea that disaster was imminent. These children could be put at ease. There had been an evolution of issues to the pandemic and war from previously worries which was evident in the children's responses to feeling safe, and in particular a heightened sense of danger relating to fire drills and strangers. The school was aware of this heightened anxiety and would create a safe space for children to talk about things they hear of outside of school.</p>	
<p>9 Health & Safety</p>	<p>DV provided an update on health and safety. He had undertaken a visit and had completed the checklist. The lockdown drill had generated good lessons learned and was broadly successful. One element for ongoing focus was how to ensure all staff on the premise knew the local procedures with particular emphasis on sports coaches and other areas with higher turnover. DV also advised that he would look at areas where there was scope for automation.</p>	
<p>10 Training</p>	<p>AD provided an update and noted that there was a need to book the Whole Governing Body training for this year. Recent topics selected by the FGB had been safeguarding and wellbeing.</p> <p>Hampshire Governor Services - Quality of Service Questionnaire 2022</p> <p>The FGB considered the Hampshire Governor Services - Quality of Service Questionnaire 2022 and agreed to submit the following</p>	



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	<p>response:-</p> <ol style="list-style-type: none"> 1. Has the training attended by your governors had a positive impact on your board's practice? Yes 2. Does the training provision meet the needs of your board? Partially 3. Has the training attended by your governors help drive forward school improvement? Partially 4. Does the support and guidance available through the Service meet the needs of your board? Yes 5. Has the support and guidance accessed by your board helped to improve governance in your setting? Yes 6. Does the advice, support and training subscription package provide value for money for your board? Yes 	
11 GDPR	<p>The FGB noted that should Governors receive data requests that these required to be treated as formal requests and should be passed to the school as soon as possible.</p> <p>In relation to a point on the retention scheme, VS confirmed that the school kept documents only as long as required. There is a retention schedule that is published on our website, adopted from Hampshire.</p>	
12 Additional Business Raised in Advance	<p>The FGB considered the matter of internet connectivity for Governors when in the school. There had been some issues experienced with the guest wi-fi. The FGB requested that how to improve the connection for Governors was explored and implemented.</p>	
13 Date of Next Meeting	<p>The date of the next meeting was 5 July 2022.</p>	
	<p>The meeting closed at 18:30</p>	

