

Please forward any matters relating to the Minutes below to:
THE CLERK TO THE GOVERNORS

Stoke Bishop Church of England Primary School
FULL GOVERNING BODY MEETING – TERM 5
Held on Monday 9th May 2022 at 4.30pm at school

Minutes

PRESENT:

FOUNDATION

Rachel Powlesland (RP)
Jema Ball (JB)
Helena Richards (HRi)

MEMBERS

Cynthia Treharne (CT)
Paul Wake (PW)

GUEST

Joshua Denton (JD)

PARENT GOVERNORS

Bridget Davies (BD) Chair
Helen Rowe (HR)
Sophie Summers (SS)
James Wiggins (JW)
Michael Barnes (MB)

STAFF

David Forrester (DF) Head Teacher
Ann Smith (AS)
Darren Hunt (DH) Deputy Head

Clerk to Governors

Sarah Richardson (SR)

ITEM	MINUTE	ACTION
174	<p>Welcome</p> <p>Welcome to JD. JD is looking to join the Governing Board as a community governor.</p> <p>174.1 Welcome, Apologies for Absence and Opening Prayer Apologies received from Beverly Richardson (BR). Apologies accepted by the Governing Board.</p> <p>JB led the opening prayer.</p> <p>174.2 Declaration of Pecuniary Interests The Attendance Register and Declaration of Pecuniary Interests was agreed online on GovernorHub. Nothing was noted.</p>	
175	<p>Minutes from last meeting (FGB 17th March 2022)</p> <p>175.1 Approval of Minutes Minutes approved. Now available on the school website.</p> <p>All items had been completed or would be covered under the agenda for this meeting.</p>	
176	<p>Safeguarding</p> <p>DF led the group through a DSL update referring to the document “DSL Network Meeting- key points and actions” which was shared ahead of the meeting.</p> <p>Acronym: SiET – safeguarding in education team (DF & VM are linked to this)</p> <p>Governor comment – the SiET will not be checking schools’ audits this year. This puts more responsibility on Governors to ensure audit items are followed up on. Action: Safeguarding Governor (SS)</p> <p>Governor comment – how is the plan followed up? The audit points are made into a plan that feeds through to safeguarding team. SS representing Governors in these meetings.</p> <p>Governor comment – There is increased pressure on schools to take up support for Mental Health when not appropriately trained. Is there anything we need to do to support this? More direction is required from external agencies – nothing specific for governors to do at this point.</p> <p>Governor question – is this (mental health) a service that the LA provided?</p>	SS

	<p>Yes in the past but not now.</p> <p>Governor question – is more guidance on mental health support in schools coming? Yes possibly coming soon.</p>	
177	<p>Headteacher report</p> <p>177.1 Headteacher report</p> <p>Governor question: Cause for Concern and Behaviour numbers seem high? This is due to a change in how School are tracking numbers. They are cumulative figures from start of year. Safeguarding teams work has had a significantly positive input in these situations.</p> <p>Governor question: how do team feel about the new tracking and increased load? Team are coping well.</p> <p>Governor question: are we receiving appropriate support from external agencies? This is limited.</p> <p>Governor question: how are staff coping with difficult behaviour situations? What is the impact on class teacher? How are we progressing with recruitment for 1:1 TA's? Staff are coping extremely well in difficult situations, there is lots of support across staff. Hub structure is supporting situations whereby flexibility can be applied to classroom situations. It is currently difficult to recruit across all schools at the moment, especially with 1:1 TA support.</p> <p>Governor question: Feedback/comments on new SIA? Huw Evans is the new SIA. He is adding a new perspective to looking at how children perceive the school and their learning. He is working with DF, DH & Hub leads to find ways to develop the approach to teaching in the classroom.</p> <p>Governor question: Governor presence in SIA meetings? Yes, Governors will attend the feedback meetings.</p> <p>Governor question: SIA reporting? Reports will be published to Governors.</p> <p>Governor question: The SIA commented that we needed to develop Independent Learners more? The school is working with the SIA to establish the starting point and will make a plan to move forward from there after the next visit.</p> <p>BD gave some insight in to the recruitment of the new SIA. Governors will have the opportunity to meet him and understand this process.</p> <p>Governor question: Is NW24 sharing experiences for falling pupil numbers across Bristol? Different approach for each school e.g. LA schools feeling pressure of lack of support.</p> <p><u>The Governors thanked all school staff for their continued hard work.</u></p>	
178	<p>Governor updates</p> <p>178.1 SDP Update To go into next committee meetings. SEF March 22 final document to be reviewed at committee meetings. Draft SDP by T6 then finalised & detailed version Sept 2022.</p> <p>178.1 Subject Leader Reports HR email. The process and timing of Subject Leader / Governor meetings will be reviewed next year.</p>	<p>DF, Committ ee Heads</p> <p>ALL</p>

<p>178.3 Survey Parent & Staff survey: JB to analyse and review for feedback in early T6. Governors will receive a summary before the next meeting.</p>	JB
<p>178.4 NW24 Conference 30th June DF & BD are part of the organising team this year. There will be at least one additional governor space – BD to arrange who attends. Feedback to SDG Sept 2022.</p>	DF/BD BD HR/SR BD
<p>178.5 Training GDS updated list, EYFS Network Event w/c 16th May, HR to confirm attendance. BD to talk to all Governors about potential changes post Sept 2022.</p>	ALL
<p>178.6 T6 Meeting BR, AQ & JP will be standing down from Board. Feedback to SR re ideas for a social gathering post meeting.</p>	
<p>178.7 Reflection on GB structure BD reported that the current GB structure is working well and thanked Governors for taking on large parts of the role. (JW left 5.52pm)</p>	
<p>178.8 E&D The update referred to Equality & Diversity statement and objectives (all on website). CT led a discussion on this area. Gave examples of how improvements have been made being driven by VM, CWJ & HWJ team. Very positive gains since the beginning of the year. E&D needs to be reflected within all school policies and should be a consideration when reviewing policies. Complaints Policy is an good example of how this has been considered this year.</p>	
<p>Governor comment: maybe having a standard list of E&D areas to look at to include within all policies?</p>	AS
<p>Governor question: are there meta data/statistics from schoolzine use? School will look.</p>	DF
<p>Governor comment: important to pick up and make changes to ensure we are reflecting E&D in what we do. PTA area to look at. BD to give CT a link to the PTA.</p>	BD
<p>178.9 MATS questions & discussions Governors had a follow up discussion from the presentation on the future education landscape given by an external speaker on Governor Day on 17th March 2022. They considered the questions: What aspects of a MAT would be beneficial to SB? Business Manager resources with specific focus on different areas. Staff development (recruit, retain across a MAT). Positive and negative aspect. Are there ways of accessing those benefits outside a MAT? Strengthening NW24, focusing nature of it around school improvement and resourcing, but smaller group of subset of schools. Would have to be structured in a way to withstand staff changes. (HRi & PW left 6.37pm.)</p>	
<p>DF to chat to NW24 Heads and report back.</p>	DF
<p>DF to send white paper to all Governors.</p>	DF
<p>Shared resources across different networking groups & report back to FGB on what is discovered.</p>	ALL

179	<p>Policies</p> <p>179.1 Finance Policy Updated finance policy as per changes required by Academies Trust Handbook and implementation of new finance system, recommended by approval from finance committee.</p> <p>Approved by FGB.</p>	
180	<p>Committee Reports</p> <p>180.1 Finance Draft assumptions 2022-23 budgets: AS led the committee through a detailed draft budget assumptions report. Challenging year for the budget due to Bristol wide falling numbers and census numbers being taken from previous year. 9 pupils receiving top up funding with 1:1 TA's in post Supplementary grant given to all schools (£40k) to help with current pressures.</p> <p>Governor question: Are we accountable to anyone on this (Supplementary Grant)? No.</p> <p>School led tutoring grant for next two years, funding will drop in the future.</p> <p>Governor question: Will children that have needed it be on track by the time the funding runs out? 1:1 tutoring has been successful of itself. Data progress is yet to be confirmed.</p> <p>Pressure on staffing costs this year due to movement through higher pay scales.</p> <p>Governor question: is there a ratio of TA's across hub? Possibly, generally we are above most other local schools.</p> <p>Governor question: 1:1 TA's remain? Yes.</p> <p>Governor question: aware of leavers? No.</p> <p>Governor question: is there an assumption made within budget about that? No.</p> <p>Governor question: fixed in to gas & electric? Yes.</p> <p>Governor question: reception place numbers? 55 offered, could be between 52-57.</p> <p>Governor question: follow up to people that don't take up a place? Office are putting together feedback & will take to the working group.</p> <p><u>Thank you to AS & RG for all work on this.</u></p> <p>180.2 Quality of Education Nothing noted.</p> <p>180.3 Leadership & Management Nothing noted.</p> <p>180.4 Personal Development Nothing noted.</p>	AS

181	<p>Link Governor Reports/updates</p> <p>181.1 Equality & Diversity Covered under Governor Updates above.</p> <p>181.2 Health & Safety Nothing noted.</p> <p>181.3 EYFS Nothing noted.</p> <p>181.4 Church Links Positive feedback & Easter celebrations went well.</p> <p>181.5 Inclusion Nothing noted.</p> <p>181.6 Safeguarding Covered above in DSL update.</p> <p>181.7 GDPR Training took place in March with all staff.</p>	
182	<p>Correspondence Nothing noted.</p>	
183	<p>AOB Nothing noted.</p>	

The meeting closed at 6.42pm.

Date of the next meeting: Monday 4th July 2022

SIGNED: DATE: