

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 15th May 2023 at school

Minutes

PRESENT:

FOUNDATION

Rachel Powlesland (RP)
Jema Ball (JB)

MEMBERS

Cynthia Treharne (CT)
Joshua Denton (JD)
Paul Wake (PW)

PARENT GOVERNORS

Bridget Davies (BD) Chair
Helen Rowe (HR)
Sophie Summers (SS)
James Wiggins (JW) via TEAMS

STAFF

Darren Hunt (DH) Deputy Head
Ann Smith (AS) Business School
Manager

Clerk to Governors

Sarah Richardson (SR)

ITEM	MINUTE	ACTION
239	<p>Welcome</p> <p>239.1 Welcome, Apologies for Absence and Opening Prayer Apologies received from David Forrester (DF) Head Teacher & Emily Fletcher (EF). Apologies accepted by the board.</p> <p>JB led the opening prayer.</p> <p>239.2 Declaration of Pecuniary Interests The Declaration of Pecuniary Interests was updated via Governor Hub. Nothing was noted.</p>	
240	<p>Minutes from the last meeting (15.03.23)</p> <p>240.1 Approval of Minutes Minutes approved. Now available on the school website.</p> <p>240.2 Actions from last meeting (15.03.23) All items had been completed or would be covered under the agenda for this meeting. SIA - Next visit 20th June. No Governor needed. DF to update on Diocese meeting.</p>	DF
241	<p>Strategic Development Plan (SDP 23-24)</p> <p>SEF report was sent with meeting papers. Feedback by committee included:</p> <p>QofE to be discussed at next meeting - Continuation of attainment & inclusion focus. Curriculum development work should show strong results next year (3rd year of development) and needs monitoring. SIA work in Teaching & Learning – objectives need to be agreed. L&M focus is on wellbeing, & PD – continuation of advocacy.</p> <p>Governor Question: are we measuring the positive impact of new library? Anecdotal feedback is very positive from all children. This should be part of Q of E English monitoring next year.</p> <p>Governor Question: comment over moving the emphasis in school to exhibitions over competitions to encourage wider participation. DH to chat to JB re church connections.</p> <p>Governor Question: would it be sensible to have volunteers for maths (like school do in English). SA progressing as subject lead in this area.</p> <p>Governor Question: the school numbers at 404 and a full entry for reception should be positively acknowledged, with the position a year ago being much more of a concern- could you clarify</p>	DH/JB

	<p>what particular strategies you have used to improve these numbers so governors are fully aware of the positive impact?</p> <ul style="list-style-type: none"> • Families from Sea Mills/ Shirehampton/ Coombe Dingle would have been aware of more chance of getting in • Signage to advertise spaces • School had extremely positive feedback on the use of pupils as tour guides • Set up a board to indicate the extension of Reception provision • Increased marketing in local magazines and on local noticeboards, • Direct marketing with all nurseries and pre-schools in the local area. SBM visits to meet pre-school managers with flyers etc; • Use of Twitter to promote the school. <p>Fundamentally, the impact of the numbers removed from Cotham Gardens and Henleaze would have made a difference for families pushing down into Stoke Bishop.</p> <p>Governors made aware/reminded that the school's Long Term Goals will need a rethink by 24-25.</p>	
242	<p>Safeguarding</p> <p>Continue to next meeting – Monday 3rd July.</p>	DF
243	<p>Headteacher Report SPECIFIC FINANCIAL DISCUSSIONS MINUTED IN CONFIDENTIAL VERSION OF THE MINUTES.</p>	

244	<p>Governor updates</p> <p>244.1 Clerk/Governor Updates Clerk recruited & will start on 1st September. SR to arrange handover. Governor update – 3 interested people. Discussion to move forward & election proposed following half term. Discuss detail at the next Chair, Heads & Clerk. 1 community Governor interested. BD to take forward.</p> <p>244.2 Staff Survey Sent 12th May, deadline 26th May.</p> <p>244.3 Training Postpone safeguarding training due to happen today due to HT absence.</p> <p>244.4 MAT sessions feedback DF to update following meeting.</p> <p>244.5 Subject Lead reports & meetings 26th June – 7th July for next meetings (reports won't be out until 14th July) & to look at implementation & impact. SR & DF to arrange meetings & let Governors know. Governor Question: is it sensible to have the meeting ahead of the report? Staff will come to the meeting prepared to discuss the impact of the implementation. HR to raise at next QofE & check process. HR to chase outstanding reports.</p> <p>244.6 SDG Meeting Now on Monday 26th June to focus on discussion on plans for next year. All Governors to confirm attendance.</p> <p>244.7 Year 2 Teacher Interviews Looking for any Governors to attend interviews. BD gave an update on recruitment. All external applicants.</p> <p>244.8 NW24 Set up on GovernorHub. SS has signed up for Safeguarding link. BD encouraging other Governors to post.</p>	<p>SR C,H&C BD</p> <p>DF</p> <p>SR & DF</p> <p>HR HR</p> <p>ALL</p> <p>ALL</p> <p>ALL</p>
245	<p>Policies</p> <p>Finance Policy – FGB approved the policy.</p>	
246	<p>Committee Reports</p> <p>246.1 Finance Covered within Heads Report.</p> <p>246.2 Quality of Education Last meeting feedback. Pupil voice feedback on maths was very useful so going to be repeated for English. JD will cover Spanish. Observation still needed for Art. HR to take forward.</p> <p>246.3 Leadership and Management SS to attend 16th May SLT Day and the next L&M meeting will discuss the responses to the staff survey.</p> <p>246.4 Personal Development PHSE Policy to go on website.</p>	<p>HR</p> <p>RP</p>

247	<p>Link Governor Reports/updates</p> <p>247.1 Equality, Diversity & Inclusion HRi & CT working together on this, reviewed SEND report. HRi has done walk around with HWJ & will review this with CT. CT will take this on from September 2023. Thank you to HRi for all the work in this area. Full report to follow in T6.</p> <p>247.2 Health & Safety New Site Manager to continue with training.</p> <p>247.3 EYFS No updates. HR will handover to EF by end of this year.</p> <p>247.4 Church Links Youth Minister, Hayley has resigned but will complete the Year 6 Transition work next term. Very positive feedback from Year 6 SATS breakfasts.</p> <p>247.5 GDPR Audited last week & all went well. Keep as an agenda item for each meeting.</p>	
248	<p>Correspondence Nothing noted.</p>	
249	<p>AOB</p>	

The meeting closed at 6.33pm

Date of the next meeting: Monday 3rd July 2023 at school

SIGNED: DATE: