

Governing Body of The Winchcombe School
Minutes of the meeting of
Tuesday 13 March 2018 at 5.15pm

Present: Tom Satterthwaite (TS) (chair), Angela Hay, (AH) Head teacher, Gwen Mason (GM), Natalie Pearton (NP), Rowena Lewis (RL) (Vice Chair), Derek Peale (DP), Roy Wood (RW), Jo Brisland (JB), Rachel Redgwell (RR)
Apologies:
Absent: Chris Harding (CH)
In attendance: Harriet Skinner (HS), Clerk, Kate Betts (KB) (Inclusion Manager)

Agenda item	Action
1. Apologies <i>The meeting was quorate</i> TS welcomed RR (newly elected parent governor)	
2. Declaration of any other business (i) Year 6 residential visit to Rhos Y Gwaliau (AH)	
3. Declaration of interests None	
4. Minutes of the meeting of 23 January 2018 part I and II Agreed. TS signed the minutes as a true record of the meeting.	Upload to website - clerk
5. Matters arising All actions arising from the last meeting have been completed or are agenda items. To follow up: (i) Update on school build (see part II) (ii) School Improvement Plan (SIP) TS followed up on the point from the last meeting that not all actions can be completed in an academic year and a discussion took place about how best to monitor ongoing actions. AH, JB and KB pointed out that there are action plans used by school staff detailing tighter deadlines to work to and governors are welcome to see these. AH advised that an update to the SIP will be circulated	<i>challenge</i>

		Action
	<p>With the next HT report at the beginning of the Summer term. RW asked about incorporating financial impact of delivering the SIP and was advised that this is progressing. It was agreed to review the impact of the SIP at the end of the academic year.</p> <p>(iii) LAL AH advised that a letter has been sent to Rhian Ireland (learning support services manager, WBC) giving notice for the LAL to move to the community room. A response is still awaited. AH went onto inform governors of a change to the funding arrangements for LAL – schools will have to contribute 50% of the cost of a place in LAL. The GB discussed the impact of this decision on the future of the LAL. AH reassured governors that there would be no impact on the main school budget as LAL fund is ring fenced and The Winchcombe only manages it.</p>	
6.1	<p>Governor recruitment The clerk advised that there are 2 vacancies: 1 for a co-opted governor and 1 LA appointed governor. Following the success of the recent parent governor elections, where 6 parent nominations were received, TS wondered about recruiting from this pool of interested parents. The possibility of GM moving category to LA governor was discussed. DP counselled that appointments should be made on the basis of skill and it was agreed that governor recruitment would be progressed once an audit of GB skills and training has been completed.</p>	<p>Complete skills audit (GB co-ordinated by NP)</p> <p>Next meeting</p>
6.2	<p>Governor Training and Development NP to send out GB skills matrix – Governors to return by 23.03.2018. RL offered to organise rota of governors to attend parents afternoon/evening on 18.3.2017</p>	See 6.2
6.3	<p>School Improvement Plan (SIP) Covered in matters arising</p>	

		Action
7.1	<p>Pupil Premium report (PPG) RL queried the take up of PPG as it was felt that the number of PPG children seemed low for the size of school and demographic. KB explained that because of universal infant free school meals (UIFSM), free school meals being the criteria for eligibility for PPG, many parents were not applying. KB went onto say that the Family Support Workers (FSW) in school were key in highlighting those families eligible for PPG. TS asked why there was a steady increase in PPG from years 1-6 and KB pointed out that "ever 6" (children in receipt of FSM in the last 6 years) are eligible for PPG.</p> <p>RW pointed out that PPG fund is underspent in 2017/18 and felt that PPG allocation should be spent in year. KB advised that the carry forward has been earmarked to fund teaching time for interventions for PPG children and also to facilitate regular meetings between class teachers and the inclusion manager – to reimburse cover costs.</p> <p>TS asked what the gap is between PPG and non PPG children. KB explained that broadly there is a 4-8 month age related delay but cautioned that 38% of PPG are SEN.</p> <p>AH advised that the school is looking to expand the FSW team to provide additional support to PPG children.</p>	<p><i>Challenge</i></p> <p>Challenge</p>
7.2	<p>Safeguarding report RL reported that she has met with the pastoral team last term and commended them on their professionalism and hard work. RL explained that although in the HT report there are only 2 child protection cases; this does not reflect the amount of work the team are doing in the background to support families.</p>	
7.3	<p>Health & Safety report CH's report was circulated to the GB. No comments were made.</p>	

		Action
7.4	Primary Golden Mile DP agreed to follow this up with Beth Fryer, PE Co-ordinator.	DP...
8.1	Report from Finance & Human Resources Committee RW gave an update from the last meeting: Cleaning Contract – the GB learnt that the school has now left the WBC contract and employed a team of cleaners. This is working well and the school is clean. AH reported that school staff came in during half term to deep clean the school during the transition period. RW advised that the financially, the school is in a remarkably good position. TS asked about the long term view and RW was optimistic about the next 2 years but after 2020 the funding position is unclear but he thought it unlikely that education funding will be cut. TS pointed out that the teachers’ pay awards are not funded by the government and highlighted the changes to LAL funding arrangements. RW countered that the school cannot influence political decisions but can control expenditure which is being done well.	<i>Challenge</i>
8.2	School Financial Value Standard (SFVS) The SFVS was approved and duly signed by TS and RW.	Submit SFVS to schools audit Clerk By 31.3.2018
9.	AOB Year 6 residential visit to Rhos Y Gwaliau (AH) AH reported a hugely successful trip, in spite of the snow. TS shared feedback from Year 6 who had a great time.	
10	Date and time of next meeting Monday 23 March at 2018 at 5.15pm <i>The meeting closed at 6.45 pm</i>	

Documents circulated with this agenda:

- Minutes of the FGB meeting of 23.01.2018 (parts I & II)
- Minutes of the F&HR meeting of 05.02.2018
- SFVS 2018
- H&S checklist
- PPG update Spring 2018

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Signed **Date**