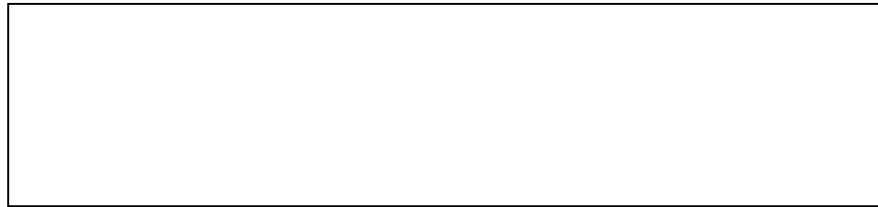
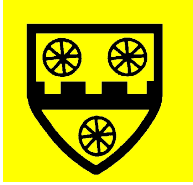
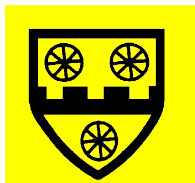


Present: Nick Hassall (Chair), Fiona Crascall (HT), Nicky Loveless, Bill Vennart (Vice-Chair), Carl Watson, Neil Gault, Liz Parker, Tom Wacher, Paula Miller
 In attendance: Julie Wilkinson (SEnCo), Jonathan Cane (Clerk)

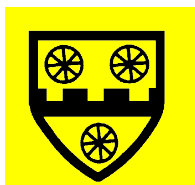
Item No.	Purpose/description	Action
1	Opening prayer This was led by NH	
2	Welcome and apologies for absence The Chair welcomed Julie Wilkinson, SE nCo, who will be attending alternate FGBs, also the two new governors attending their first FGB – Tom Wacher and Paula Miller. No apologies received – all Governors present.	
3	Declaration of Business Interests CW wished to advise that he is Treasurer of the PTFA. Governors noted his declaration and had no objections to him participating in the meeting. Governors signed their 2018-19 Declaration of Business Interests and handed to the Clerk for the records.	
4	Minutes of FGB meeting 11 July– for approval and signature The Minutes were approved, and signed by the Chair	
5	Matters arising from last FGB meeting/Action Points No matters arising, other than a reminder that the Finance Policy will be up for review and approval at the November FGB	Clerk
6	Finance and Resources Following the recent resignation of Adam Johnson, it was agreed that the new signatory should be Tom Wacher, along with existing signatories NH and BV. BV will liaise with NatWest Bank. HT stated that the 6-month monitoring will be ready for review at the November FGB. A visit will take place in early November by CW and TW. TW to be copied on previous reports/figures.	BV Clerk CW
7	Governance Monitoring pairs are to be reviewed, given the recent “churn” of governors. Standing Orders will also need to be updated. NH asked governors to briefly explain their specific responsibilities, for the benefit of the two new governors. The schedule of three monitoring	



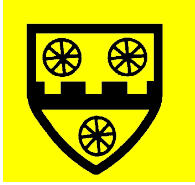
	<p>visits per annum was touched on, along with the minimum of two training courses per annum which governors are expected to complete. EP mentioned that a feedback form should be completed as soon as possible after each training or meeting attended. Safeguarding training must be done annually. Access to CPD and KLZ need to be arranged for the new governors – HT will meet with TW and PM to arrange this.</p> <p>CW asked if any governors were using the new Sharepoint App for KLZ. He will look into the matter for next meeting.</p> <p>NH distributed the Monitoring Register, which revealed a number of vacancies in the Monitoring Pairs. Efforts would be made to match governors' strengths/experience with the requirements for Monitoring Pairs.</p> <p>It was noted that GDPR would now be included under Safeguarding.</p> <p>HT commented that the Circle Model should be kept stable and steady in the months leading up to the next Ofsted, with no changes unless absolutely unavoidable.</p> <p>A governor asked how often collective worship should be monitored, and who should do it. NL volunteered for T1, BV for T2 and LP for T3.</p> <p>Chair suggested that Learning Walks be combined with Monitoring Visits. A really valuable tool in getting to know teachers and classes, and not just with the Head, but subject leaders too.</p> <p>HT – all LWs should be based around key SIP criteria, allowing the reports to be linked into the SIP. For example, it is already planned for the Head and Chair to look at Target Tracker. A governor suggested that the Monitoring Visits register be part of each FGB. Clerk to add to future agendas.</p> <p>Regarding the 2018-19 Code of Conduct, it was agreed that the Clerk would draw up a cover sheet to be circulated with the updated Code, in order for governors to give their approval electronically.</p> <p>For the 2018-19 Terms of Reference/Circle Model and Governor Visits Policy, NL agreed to check amendments before governors signed off at the November FGB. Clerk to send draft amended documents to NL.</p> <p>Christian Strapline and Vision – some governors had not had an opportunity to see and approve this, so the selected wording (from HT email 04 September) would be distributed again and governors would signal their approval by email. <i>[Post-meeting: this has now been done, and all governors responded in the affirmative – Strapline/Vision agreed]</i></p> <p>It was agreed that the Decision Planner should be an item on either the January or March FGB agenda.</p>	<p>HT, TW, PM</p> <p>CW</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>FGB dates for the year were agreed and the “new” starting time of 6pm would continue.</p> <p>It was noted that this was JACs last meeting as Clerk. His replacement, Trisha Ferrus, would start from the November FGB, and a handover was being arranged for October. Chair asked for the minutes to record governors’ thanks for JACs service to the GB over the last 15 months.</p> <p>The HT Performance Management panel (BV, NH and Jenny Jones) will be meeting at 10am on 19 September.</p> <p>GDPR – governors were happy for their photos and biographical details to appear on the website. HT asked if new governors could supply her with a photo and brief biography. School email addresses have now been assigned to all governors.</p>	TW, PM
8	<p>School Improvement (to include HT Report, School Plan, monitoring visit reports, PP, Sports Premium, LA NOVs, H&S)</p> <p>The HT had uploaded the SIP to KLZ prior to the meeting. HT commented that this year’s plan was a key document and will be central to all FGBs and Monitoring Visits. The plan was much more focused than last year. Key areas were as follows:</p> <ul style="list-style-type: none"> • Development of foundation subject leadership • Reading with a focus on year 2 • Spreading good practice across the school • Use of manipulatives in Maths • Restorative justice • Vision, values and Strapline • PP children • EYFS Unit <p>HT confirmed that he Chair had been invited to be present in pupil progress meetings with HT and staff while targets are being discussed. Governors commented that the plan was well laid out, very clear and very focused. A governor asked when data would be entered, and the HT replied that this would happen after pupil progress meetings and after teacher targets have been agreed. It was felt that the document should be viewed regularly and together as a GB. SIP was approved by governors at this point.</p> <p>HT mentioned the SEF, which is a summary of strengths and progress, along with areas for improvement. It will be updated termly. Although not a statutory document, HT commented that it is always the first thing HMIs ask for!</p>	
9	<p>SIAMs</p> <p>BV stated that SG had been working tirelessly in this regard. Collective</p>	



12	<p>Website</p> <p>NG commented on how well laid out and organised the website is – everything looks good and up to date. There is a good “vibe” about it! Everything on the checklist is there, reported NG.</p>	
13	<p>Policies</p> <p>(See Item 9 above, for Collective Worship Policy)</p> <p>The Safeguarding Policy was approved by governors.</p>	
14	<p>Safeguarding</p> <p>There were no further issues.</p>	
15	<p>Good news from the school community</p> <p>The Spiritual Garden, with water feature and sensory plants, was a great success. It was designed to represent the “Community” Value. It is open to parents after school, and children have been treating the resource with great respect (they have to ask an adult if they wish to use it). The pond area was fenced in the holidays, and pond-dipping will be promoted via teacher-training led by the Head.</p> <p>Chair commented that the new welcome letters are impressive, and thanks are due to Alison Craddock, who designed them.</p>	
16	<p>Any other business</p> <p>NH mentioned that Kirsty (from the School Office) had shown interest in becoming a governor. She has experience at a previous school, and NH thought it might be appropriate to invite her to become an LA governor.</p> <p>CW, whose term of office expires in November, was happy to continue, and NH will be meeting shortly with NG, whose term also expires in November, to discuss options.</p>	
17	<p>Confidentiality</p> <p>There were no items of confidentiality and the meeting adjourned at 7.55 pm</p>	



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18	Date of next meeting: 06 November 2018 at 6pm	
	Signed:	Dated: