

WEDMORE FIRST SCHOOL ACADEMY
MAIN GOVERNING BODY
MINUTES

For the Main Governors Meeting held on 12th July 2017 at 7.30 pm in the School Staff Room at Wedmore First School Academy, Wedmore

Present: Sue Ham Tim Moreman Susan James	Pat Benjamin Val Jones Myra Ellis (Associate) Bethan Parsley	Tom Gascoyne Andy Reeson Mark Fearbunce Stephen Willis	Linda Leavey (Clerk)	Apologies: Jackie Hipwell Sarah Maddock	On Leave: Sarah Rant Resigned: Derek Logan
Item of Business	Points Discussed			Decisions Taken	Action Points
1. Welcome and Apologies	TM opened meeting at 7.35 pm by welcoming all. Meeting was quorate. TM: DL resigned over issue relating to Breakfast & After School Club. TM, prepared to act as vice chair until September when formal elections to take place. TM to also stand as SEN Governor for intervening period.				
2. Pecuniary Interests	PB and TG : Building and Playground projects (b2 Architects and Orme Architecture)				
3. Minutes of Meeting	Minutes of meeting dated 16.05.17 circulated ahead of meeting. Approved by Committee and signed by TM.			Minutes approved	
4. Matters Arising	To be picked up throughout meeting and in DHT's Report.				
5. Governance	All Governors required to give serious thought to leadership in September as new Chair and Vice Chair to be elected. Help, advice and support available to those two key roles.				
6. Breakfast and After School Club	TM: Difficult period over last 2 months which became very contentious. TM & SR expressed their sadness over DL's resignation. AR: Gave thanks to staff in difficult time. B&ASC had been pulled back following SC's resignation and now serving from 7.30 am to 6.30 pm. Contract in place also for HSMS children via SC transport. AR felt SC was reinvigorated and hoped the relationship was picking up with WFSA. Confirming new contract in place with 3 monthly reviews by AW. Aim to continue to try and bring SC within the overall WFSA offering. The emergency meeting achieved what WFSA required but at loss (DL, respect, etc). As a parent B&ASC working well. TM: Contract to be redressed, if required. BP: Well done to AR for mediating throughout difficult meeting with SC.			3 monthly reviews AR/SC	2017/18
7. Governance & Ofsted	SW: Following King Alfred's Ofsted inspection SW considering what could be learnt from their report. The key factor is governance and governors/leadership. Critical for evidence of holding HT to account and governors understanding their school, as per JDH's advice to SW 3 years ago. Governors can contribute to failing Inspection. TM: Experienced governors to help new governors.				
8. Deputy Headteacher's Report	This report had been circulated ahead of the meeting. Governors had all read; hard copies tabled. SH led through key points. Admissions: TM: TP advised Admissions Committee on how to approach full year groups Y3/4.				

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	<p>Waiting list is now imminent, with possible appeals. Pupil role low at 201 will impact funding. School needs to grow in FS/KS1. Nursery numbers picking up.</p> <p>WLT SH attended WLT meeting which reviewed Improvement plan and established priorities for 2017/18. Back up plan in place in event that JDH not back in September. SH, ME met with CR (WLT CEO) and DR (Weare HT) who provided advice re. low Yr2 SATS results; support with Pupil Tracker and financial help to move forward. DR's support to SH appreciated in an extremely busy time. TM thanked SH on behalf of governors and staff.</p> <p>Standards & School Improvements Governors discussing progress –v- achievement; how it is determined and DfE expectations Y2 pupils. SH: Important to be able to show progress. Some pupils exceeding, some on track, others do not achieve well in reception and then exceed later; others not meeting. Current Y2 cohort has many pupils with issues affecting learning which won't show in results. Improvements seen in some areas; Aware of reasons why writing had dipped. SIP visits useful – SH to present results in detail to SS&I Committee in Autumn to support/challenge. Statistics and data good - RWI & Singapore Maths teaching approach positive; FS data good. Y1 phonics outcomes excellent. Governors aware issues/actively pursuing staff/monitoring. Q: Can we benchmark against national data? A: National figures not yet available but will compare against last year although not ideal as school cohort difficulties not taken into consideration. SH to report to SS&I on progress and moderation. Q: Is Y2 cohort slower in picking things up? A: Yes they are needy. Q: Will current staffing affect teaching next year? A: Strong teacher to cover SH and SH to keep watchful eye but not ideal scenario. Aware of difficulties and will make best of a difficult situation. Y2 teachers experienced – incredibly rigorous and hard workers with high expectations. Discussing difficulties with low rural funding.</p> <p>Website – VJ updated; read to go live; SW to check.</p> <p>Nursery Recruitment SH/ME updating Governors on appointment following interviews with 2 strong candidates. References being obtained and contract drafted.</p> <p>Safeguarding Huge topic, updates constant; needs to be closely followed. SCR checked by Governor termly – SJ to visit LL before end of term.</p> <p>Fencing – SH: As per HT's report, fencing non negotiable and wishing to proceed with WLT loan. AR disagreed insisting on a proper and full risk assessment being carried and then reviewed by governors before taking the decision on whether fencing would protect and whether to take a loan to install. AR highlighted many risks to be considered which he felt a fence would not protect against. Discussions followed for one hour between governors. AR: Preferable to see money spent on barn roof, staffing, salaries, etc, with £60k borrowings in place WFSA couldn't afford to borrow. PB: Presented with security problem, this had been managed into a series of recommendations at governor meetings. SJ: CR offering WLT help to support SH. SH: All WLT schools have improved site security. The risks are at WFSA with children very occasional but still felt WFSA open and extremely vulnerable and felt strongly fencing and security system must be</p>	<p>SS&I Committee</p> <p>Governor check SCR</p>	<p>SH to present detailed assessment data Autumn term</p> <p>SJ/LL</p>

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	<p>in place. Discussing Ofsted’s approach to fencing and possible outcomes. SJ felt pupils all had an idea about site security with Y4 pupils stating they didn’t want WFSA to be like a prison. TM: Governors are right to question risk assessment thoroughly and whether it is the right solution. Discussing audit and its detail. Considering costs. VJ outlining quotes received between - £20-30k; discussing details of quotes from John Bethell and Somerset Landscapes Ltd and VJ giving breakdown of costs. Discussing WLT’s offer letter, interest free loan; terms of repayment unclear but felt long term repayments with a possibility of WLT writing off debt. Discussing staffing entry points at vulnerable times and possibility of reducing number of access gates as part of risk assessment. PB: Finance had approved and authorised budget for security improvements to barn area and swimming pool. Discussing summer security. SW: Children taught to expect to believe the site is safe and so therefore would need to be all year. Discussing possibility of approaching MAT to fund the barn roof also. Negotiations with landowners ongoing re. gate and fencing to rear of school field. TG prepared plan which identifies risk areas and how to fill. Proposing to receive loan for two point control on car park and playing fields with appropriate fencing high enough to meet fencing at nursery. Natural fencing is fine elsewhere but propose for full risk assessment to Governors to clarify. TM called for a governor vote to show those in favour to go ahead with WLT loan to fence area around office/staff car park, (as above) Agreed with 9 governors voting in favour and 1 abstaining. TG: Risk assessment for remaining site security as soon as possible. Governors to be kept advised via email as it progresses over next couple of weeks.</p> <p>Staffing : No SENCO from September which will pose challenges. SH working as Acting HT rather than Deputy HT - governors to decide how best advise parents.</p> <p>Q: What’s HR policy on compassionate leave? JDH currently on sick leave due to stress; conversation to be had long term. To review properly in September.</p>	<p>VJ to keep Govs informed.</p> <p>Proceed with WLT loan for fencing Risk assessment to take place for remainder.</p> <p>Main Govs Agenda</p> <p>JDH/SH/TM</p>	
9. Building Update	<p>PB tabled building costs and led governors through. Met with MC to agree final account. PB fund raising by March of £11,696 required - PB concerned no progress with fund raising – all governors to consider possibilities – agenda item for foreseeable future. Strategy required to resolve debt – go to MAT for loan, use unofficial funds or fund raise.</p> <p>Nursery canopy still outstanding; MC not keen. EYFS requirement. Claim solar panel grant money asap. TG agreed to write to Bill Horley re steel frame.</p> <p>Intruder alarm to be resolved; discussing list and explaining system. SW proposing internet cameras; agreed to investigate and report back.</p>	<p>Agenda Item</p> <p>Letter to Mr Horley re steel frame</p> <p>Internet security</p>	<p>TG</p> <p>SW</p>
10. Sub committee Reports	<p>Finance/HR</p> <p>TG tabled plans for proposed playground, as shown to Finance/HR. Plan to keep main playground clear; bark chipping over mud with structures to keep chipping in place. Three main zones with emphasis on playful, sculptural, climbing up and under, music area. BP suggesting softer option of large tyres rather than concrete in theme with rural community. TG to take</p>		

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	plans and tender out to contractors for prices and then grants can be applied for. Thanks to TG. Discussing barn roof. SS&I Not met since May. Meeting to be scheduled early September. BP to be part of committee.	SS&I September BP to join	
11. Safeguarding	Safeguarding – To move to top of agenda. Thanks to SJ for attending to talk with children and for document provided as evidence. SJ to look at action plan of children to ensure WFSA following through.	Agenda SJ review Action Plan	
12. Policies	WLT – for information only		
13. Health & Safety	Covered. Agree date to do walk around as per HT report – TM to arrange to come in next week.	TM/SH	
14. Any Other Business	<ul style="list-style-type: none"> • Succession planning • Governor donations of £5 to LL for staff and governor presents • 3-4 dates in diary for staff/governors social get together • Governor Visits • Training for Ofsted • Training - BP attended Governor induction course • Thanks to SH for working so hard • Thanks to DL who had done so much for Finance and as Chair of Governors 		

Meeting finished at 21.45

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