

WEDMORE FIRST SCHOOL ACADEMY
FULL GOVERNING BODY
MINUTES

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

Present: Myra Ellis Sue Ham	Tim Moreman Val Jones Sarah Maddock	Sarah Rant Bethan Parsley Linda Leavey (Clerk)	Apologies: Sue James Mark Fearbunce	Andy Reeson Stephen Willis Jackie Hipwell	Absent: Tom Gascoyne
Item of Business	Points Discussed			Decisions Taken	Action Points
1. Welcome and Apologies	Meeting opened 7.45 pm.				
2. Pecuniary Interests	Pecuniary Interest forms completed by those present. No interests declared at meeting. TG absent. SM no legal advice to be sought.				
3. Election of Chair	No nominations received in response to LL's email. Governors were asked for their proposals – there were none. DL had stood down from governance in May was now in a position to return to WFSA as governor and would stand as Chair, if nominated. TM recommending DL with a strong past record of being an excellent chair, of knowing WFSA and its finances inside out. TM proposed DL; SR seconded with a full show of hands in favour. SR expressed thanks to DL for agreeing to return – for the benefit of WFSA.			DL elected as Chair	
4. Election of Vice Chair	TM providing overview of Vice Chair's role. There were no nominations. TM happy to continue as Acting Vice Chair until someone else steps forward. TM left room. Governors took a vote and voted all in favour. TM was asked to return. Gratitude was expressed to TM for providing support and availability as Acting Chair over last few months during difficult times. TM welcomed SR's return from leave and also expressed thanks to AR, who had stood down after a long term of governance.			TM to stand as Vice Chair	
5. Mins of Mtg 12/07/2017	Governors had received minutes in advance of meeting and confirmed they reflected a true and accurate record of meeting. TM signed.				
6. Matters Arising	None				
7. Acting Headteacher's Report	<p>TM thanked SH for so much work over summer holidays. Thanks also expressed to management team. SH presented verbal report with notes to be circulated to all.</p> <p><u>Website</u> : SH to follow up with SW re. compliance check.</p> <p><u>Canopy</u> to be addressed this academic year or funding from Green Group to be lost.</p> <p><u>Safeguarding</u> JB completed his fencing contract in holidays. Somerset Landscapes on site next week to carry out major work (DBS cleared). Intercom to be installed. Newsletter to advise parents. Minimal disruption hoped. Risk assessment complete.</p> <p><u>Governor Safeguarding Audit</u> to be completed by 17th December – delay due to IT problems with LA/Safeguarding Board.</p> <p><u>H&S assessment</u> actions in hand.</p>			Notes to circulate	LL

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	an irreversible knock on effect on budget and a detrimental impact on other children and staff. Governors agreed that with lack of funds WFSA cannot support the application.		
11. Reconstitution of Gov Body	Discussing role of SEN governor - SR not wanting to continue currently. SM agreed to take on. TM agreed to take on Health and Safety. BP to sit on S&SI Committee not Finance/HR.	SM SEN Gov; TM H&S Gov; BP onto S&SI Com	
12. Fundraising	Playground fundraising required to complete project. Online charities are accessible – subcommittee to be formed – discuss next meeting. LL to email all governors to raise awareness/start thinking process to consider how to raise money this academic year. VJ - Liz Power had responded to letter to parents requesting help and had agreed to form a small working group to find/access funds. ME to follow up. SM suggesting LP speak with Jo Page who had experience in funding applications through work. WLT grant is interest free. Unsure of repayment scheduled but none this year as budget set allowing time for WFSA to gather real costs of fencing and staffing in JDH absence.	Fundraising sub committee All gobs to consider fundraising	Next Full Gobs
13. AOB	<ul style="list-style-type: none"> • Training – Ofsted course to be arranged – governors to be available where possible - beneficial course for all. To take place on an evening or weekend. • SH read out letter from CC requesting x3 days holiday for wedding. All agreed based on JDH’s precedent. • Governor approval requested to allow WLT to open JDH’s email and iCloud documents to SH. Agreed. • Governance - Reviewing governors’ terms and positions. Currently 12 governors. Discussing possibility of Mr Kolind (RK) becoming a governor. SM to explain full capacity to RK and discuss option of becoming associate governor for the time being. If interested RK to speak with DL, TM or SH. Governors agreed they would benefit from RK’s finance skills/expertise. SW term as parent governor ends in May. • AGM – will this be required? LL. • PTA – acknowledging great work and funds raised. Box of chocolates and thank you card to September’s meeting. • Kitty – £5 each for AR leaving present. (£5 – TM, SM, ME & SH) • Future meeting dates – discussing governor availability on days/times. Acknowledging that no day was perfect for all but Wednesday at 7.30 pm seemed best fit. 	Ofsted Training course CC Holiday approved. Agreed for WLT to open access to SH to JDH’s icloud and email SM to contact RK	Organise for evening/week end. SH SH/WLT
	Meeting closed at 8.45 pm		

Signed Dated