

WEDMORE FIRST SCHOOL ACADEMY
MAIN GOVERNING BODY
MINUTES

For the Main Governors Meeting held on 22nd March 2017 at 7.30 pm in the School Staff Room at Wedmore First School Academy, Wedmore

Present: Derek Logan Jackie Hipwell	Pat Benjamin Val Jones Tim Moreman	Sue Ham Tom Gascoyne Andy Reeson	Mark Fearbunce Bethan Walster Linda Leavey (Clerk)	Apologies: Susan James Sarah Maddock Myra Ellis (Associate)	On Leave: Sarah Rant Absent: Stephen Willis
Item of Business	Points Discussed			Decisions Taken	Action Points
1. Welcome and Apologies	DL opened meeting at 7.30 pm by welcoming all. Meeting was quorate. Apologies accepted.				
2. Pecuniary Interests	PB and TG : Building and Playground projects (B2 Architects and Orme Architects)				
3. Safeguarding Training	<p>SH led Governors through Child Protection Basic Awareness 2016 course – Part 1. Slides presented. Covering the different categories of safeguarding and raising awareness. Slides will be distributed at end of Part 2. Following training, governors raised questions and discussed various safeguarding scenarios. JDH advising of safeguarding actions taken in school currently and historically and explaining procedure followed. Safeguarding book/record of concerns stored securely and referred to by JDH, as safeguarding lead and SH. Querying how to ensure information isn't lost or misinterpreted to ensure pupils don't fall through cracks in system. Discussing sharing information about individual pupils and/or families with schools and also amongst Heads within WLT.</p> <p>Prevent Training Following course at last Governor meeting, handout to be distributed to all governors. WLT to offer Prevent training for governors. Meanwhile, online course offered.</p>				<p>Part 2 : 16/5/17</p> <p>Prevent Handout to All & Link to online training</p>
4. Governor Photo	The Governors took a tour of the new build. Photo taken of Governors for school website.				
5. Minutes of Meeting	The meeting reconvened in staff room. DL welcomed two new Governors, MF & BW and introductions were made. PB confirmed he was now an Associate Governor. Minutes of meeting dated 31.01.17 circulated ahead of meeting. Approved by Committee and signed by DL.			Minutes approved	
6. Matters Arising	There were none.				
7. Headteacher's Report	<p>This was circulated in advance and read by all present. Questions:</p> <p>1. Pupil Progress: Q: Explanation requested of PP table. JDH explaining the 3 categories pupils fall under at the year-end, over 3 curriculum areas. WFSA results compared against nationals. SIP advise to aim for 80% of pupils to achieve Expected & Greater Depth – WFSA not quite hitting target. Discussing reasons for variation in cohorts. Pleased with 79%. JDH: Replacement of Raise Online with new system for Yr1 upwards provides additional complications resulting in different structure, curriculum and assessment. Lack of DfE guidance since levels removed. Q: What are the long term</p>			S&SI Committee	Agenda

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	<p>aims? Is there consistency within WLT? A: Yes, in line with WLT schools, Pupil Tracker purchased to manage pupils. WLT also aim for standardisation in assessment across all Nurseries, including private establishments.</p> <p>Q: What % of pupils attend other Nurseries? A: Most preschool children attend this Nursery, as well as others. Up to 13 preschool settings feed into WFSA.</p> <p>2. Admissions: Q: Concern as numbers on roll for September are lowest for 10 years. Is this standard across other schools in cluster? A: Other schools are low. Mostly demographic issue; house sales are moving now so hopeful numbers go up to 212-214 by January census. Aim to build up numbers in Nursery to then come into Reception.</p> <p>3. Nursery: Q: Are there plans for Nursery admissions to accept a younger age? A: Considered in detail but due to space, economies and staffing plan to remain at age 2. Q: What's the relationship with private nurseries in area? A: Aiming to build up relationships through new project. Naturally, slight commercial rivalry exists. Governors considering local nurseries feeding into school. DL brought new Governors up to date with the Nursery acquisition, staffing, pupil ratios, etc. Focus is to make sure right level of care and consistency of staff to build on increasing parent confidence. Income from Nursery and School Meals could support the needs of the school as budget tightens.</p> <p>4. Budget: DL: Supporting number of staff becomes harder; payroll currently 85% of total income; EFA recommendation is 80%. Finance/HR to discuss budget next month. Additional level of accountability to WLT. Annual increments shown in HT report.</p> <p>5. Classes 2017: To be considered by Finance/HR next month.</p> <p>6. Site Security: Update requested. SH: Fence quotes received and phased plan complete. The implementation hinges on intercom. JDH explaining reasons for extra security fencing to new Governors. SH explained whereabouts of new fencing. Discussion took place. All boundaries could be criticised and lots of money spent. Natural boundaries to be increased to 6ft. SH to seek quote for swimming pool area. Finance/HR to look at quotes. Detailed file in place showing sequence, list of priorities and risk management. Safeguarding seen as top priority, together with leadership and management.</p> <p>7. Property: PB congratulating school team, VJ and SH and Anna Graves (music) for fantastic Opening Event of new building. Good attendance; thanks received from Wedmore PCC Chair. Joss Buttler really engaged and interacted well with children, playing cricket plus question/answer session. Still to complete reconciliation for non project costs and submit to DfE by end of week. Photos in newspaper; write up to be done. MC requested text for his company website to appear alongside photos of build project. Agreed DL to do on behalf of Governors. WLT heads keen to use MC for future projects. Three new classrooms in use from Easter with plan to use fourth from September. Moving next Thursday and Friday (children at home).</p>	Amended HT Report	JDH/LL

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	<p>Q: What is the plan for Elliot buildings? A: PB's advice sought on possible future use or demolition. PB: Overall school area is undersized. The school clearly lacks group spaces. The two remaining Elliot buildings provide this. They are in fairly good condition. The two older Elliot buildings have been demolished as per application in Condition Improvement Plan. These were 25 years old. TG/PB to look at condition of remaining Elliots and consider necessary repairs. JDH: Ideal new use would be for a music/drama room, an SEN room with much needed additional office space in Rainbow Room.</p> <p>8. Thanks to Gould family for kind donation of office furniture. DL to write letter.</p>	<p>Letter of Ref</p> <p>View/report on state of repair of Elliots</p> <p>Letter of thanks</p>	<p>DL</p> <p>PB/TG</p> <p>DL</p>
8. MAT Board	<p>1. TR apologies received for tonight. Discussing TR's new role as Director on WLT Board, having stepped down from Governance at WFSA. All Board representatives welcome.</p> <p>2. JDH advising Governors of ongoing discussions between WLT and Trade Union to try to come to an agreement about what money WLT contributes towards TU facilities. WLT Directors had previously felt faculty money to TU from education budget morally wrong.</p>		
9. Company Matters	<ul style="list-style-type: none"> Requirement to file for Dissolution of WFSA Company. No objections. AR & PB to sign as remaining Directors of original Company. Title Transfer to be initialled by AR due to incorrect title number as directed by BJ. 	Dissolution of WFSA Company	AR/PB Signatories
10. Policies for Approval	All approved. TM to slightly amend Attendance Policy grammar. Discussing SEN Governor role whilst SR on leave. Agreed SR to remain named Governor in policy with DL overseeing role.	Meet with CT	DL
11. Health & Safety	Nothing to report.		
12. Training	<p>1. Induction Pack for new Governors provided; Governor library available.</p> <p>2. Induction Course for new Governors worthwhile – date provided.</p> <p>3. SGS Ofsted course really worthwhile attending</p>	<p>Arrange training</p> <p>Advise dates</p>	<p>LL</p> <p>LL</p>
13. Any Other Business	<p>Thanks to school for bottle of wine (PB) and flowers (VJ & SH)</p> <p>TG tabled future playground plans created following his recent meeting with the School Council. TG explaining the two phased approach so as financially viable. Discussing surfaces. Plans in each class; School Council reps to feedback. TG to meet School Council again in May - Green Council to be involved. With plans now in place, JDH to prepare application for Lottery Bid. Suggest Wedmore PTA put forward bid to Wedmore Real Ale. Thanks to TG for great work.</p> <p>TM : How's Nursery canopy progressing, part funded by solar farm? VJ awaiting 3rd quote from MC. Residual cash from build project to contribute. Discussing successful fund raising for Wedmore play area? PB to contact Neil Ellis for advice.</p>	<p>Quote for Tarmac</p> <p>Application for Lottery Bid</p> <p>PTA to Wedmore Real Ale</p> <p>Contact NE</p>	<p>JDH</p> <p>JDH</p> <p>VJ</p> <p>PB</p>

Date of next meeting : Tuesday 16th May 2017. 7.30 pm at School

Meeting closed at 9.30 pm

Signed Dated