



St Nicholas Catholic Primary School (Academy)
Part 1 Minutes of Full Governor's Meeting

Date	12 th December 2018	Time	6pm in School
Governor Attendees			
Name	Type of Governor	Present	Apologies
Angela Bosley	Foundation	Y	
Angela Folland	Headteacher	Y	
Frankie Phillips	Foundation	Y	
Mnsgr Harry Doyle	Foundation	N	
Suzanne Pollard	Foundation	N	Y
Luke Robinson	Parent	Y	
Rachel Sparks	Foundation	Y	
Frances Dennehy	Foundation	Y	
Lucy Wills	Community	N	Y
Alex Hill	Community	Y	
Denise Sparkes	Staff	Y	
Other Attendees		Present	Apologies
Ali Brocksom	Clerk to Governors	Y	

Agenda Ref	Minute Ref:	Detail	Info Decision Question Action
1	27.	Prayer FP led a prayer.	
2	28.	Housekeeping <u>Apologies & Declarations of Interest</u> Apologies were received from Lucy Wills and Suzanne Pollard PVR has resigned from the Governing Body. We do have an application for a new Foundation Governor and AF / LR will meet with him in the New Year. LR declared an interest in the item about the planning decision.	
3	29.	Agree any items of business to be discussed that are not on agenda Communication with parents.	
4	30.	Minutes Agreement of Part 1 & 2 minutes of last meeting The minutes were agreed and signed.	D
11	31.	The Way Forward Discussion about new way of working. Governors discussed this initially in groups and then came together. Points discussed were: <ul style="list-style-type: none"> • Make up of working parties • Strategy and vision group that could meet once a year 	

Approved by FGB/Signed by Chair:

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		<ul style="list-style-type: none"> • Our responsibilities for finance and HR are less and could become a written report to the main meeting, with questions invited. Budget setting meeting could be discussed once or twice a year as we are now an advisory board. • Focused, termly learning walks could feed back to FGB via a report. Working parties could alternate between meetings and visiting the school each term. • AF would not attend all working parties but other leaders could. The meetings would also be more governor led. • The new structure would be reviewed after a year. • Working parties would not need a quorum and would be more flexible. • The standing items as distributed and discussed were agreed to be a good basis for the FGB agenda. • Working parties would need to respond to need. • Standardised formats for the working parties would be useful. • AF, LR and AH will meet to discuss strategy and vision in the New Year. <p><i>The meeting moved to part 2</i></p>	A: AF/ LR/ AH
6	32.	<p>6 Safeguarding <u>Safeguarding Report</u></p> <p>3 documents have been completed this week by AF. These were shared with Governors. The SG4 termly report (governors asked for some figures to be clarified on the next report and whether trends could be identified), the SG5 (Looked After Children) which was completed by KR and sent to CAST today and the SG3 (Governors report to CAST). The latter will be circulated to Governors by AF.</p>	A: AF
7	33.	<p>Items b/f from Resources <u>Monitor budget</u> The budget was discussed.</p> <ul style="list-style-type: none"> • The Nursery numbers are less than last year and will contribute to a deficit. We are planning a publicity campaign in the New Year (leaflets etc). This drop may have longer term ramifications on staffing if the numbers do not increase • From January we will have savings on Julie's SBM role as she will also be working at Tiverton School. • We currently have a £3,000 deficit. <p><u>Planning Decision</u> Governors were disappointed with the decision. Parents have queried what the school is doing in terms of safeguarding and appealing the decision. Community Groups and Councillors are already building an appeal for a judicial review.</p> <p>AF suggested approaching Mike Higgins, the Planning Chief, and push for any section 106 funding. This funding enhances the</p>	

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		<p>community and could provide new fencing, screening and security. This is <u>not</u> tacit approval of the building but ensures we do not miss out on available funds if it goes ahead. Governors agreed this course of action.</p> <p>Governors asked that we use Parentmail to keep parents informed.</p> <p>It was agreed we need to act unilaterally with the trust. There was a concern that if we say and do nothing it looks as if we are accepting the decision but we must consider the reputation of the school and future admissions. We need to manage the risk.</p> <p>After discussion next steps were agreed:</p> <ul style="list-style-type: none"> • AF will contact CAST and advise we are pursuing 106 funding. • We will direct concerned parents to the community group already set up. • AF will write to parents in the newsletter. • We will look at site security. 	<p>D</p> <p>A: AF</p>
8	34.	<p>Leadership Report Evaluation of Term</p> <p>This is a new standardised and detailed format devised by CAST. It was completed by a number of staff members including Middle Leaders, Senior Leaders and PA.</p> <p>Governors thought it was difficult to analyse as there is no context to the numbers or ability to identify trends. There is much numerical detail and Governors were concerned whether it is strategic enough. Following discussion it was agreed that the next report in March will be RAG-rated against National figures and there will be more comparisons in the analysis column.</p>	<p>Q</p> <p>A: AF</p>
9	35.	<p>Pupil Premium and Sports Premium These have been shared. Ofsted did question Governors and discuss it with AF.</p> <p><i>The meeting moved to Part 2</i></p>	
12	36.	<p>Items b/f <u>Matters arising since agenda distributed as identified at item 3</u></p> <p>Communication with parents on the next newsletter will be a joint head and chair letter about Ofsted.</p>	<p>A: AF / LR</p>
13	37.	<p>Correspondance None received except letter of resignation from PVR already discussed.</p>	
		Date of next meeting: 13/2/19	

Approved by FGB/Signed by Chair:

..... Date:

Luke Robinson
Chair

Ali Brocksom
Clerk

Date

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