



St Peter's

Church of England (Aided) Primary School

Chairman's Signature

<ul style="list-style-type: none"> Nick and Governors meeting with Parish Council to discuss nursery project and travel issues on Wednesday 13th. Paul asked Rev Christina whether parking had always been a problem. She said that it has been for a long time as more families are driving to school. Dan asked whether the Parish Council still have monies available to build the link road. Rod confirmed that it was available. Dan suggested that it may be worthwhile talking to the Leisure Centre regarding the road as they would also benefit as it would bring more people. The possibility of building a foot/cycle path to run alongside the Kingsfield and leading into an entrance on the side of the school was discussed. Paul asked how many families live in the north of the village who would use this route. Nick said that the majority of families were from this area. He said that to build a footpath would make it much easier for parents to walk to school. <p>7.10pm – Matt Stenning joined the meeting</p> <ul style="list-style-type: none"> Cheryl Marrs (Bursar) would be asked to compile an analysis of where families live within the village. Rod suggested that a working group of Governors be set up to avoid this subject having to be discussed at Full Governors. 	Steph
<p>7. Headteacher's Report</p> <p>General information / updates</p> <p>1. Pupils</p> <ul style="list-style-type: none"> The pupil roll has increased by 3 since the Autumn Term. No new families have joined since the first phase of Bysshops Meadow (new housing estate) has been completed. This is partly due to the first stage being social housing and families from Henfield. Rod asked whether we are anticipating an increase in pupil numbers. Nick said that we are not expecting a great increase, however a number of organisations have enquired as to whether the school could cope if numbers were to rise. Rod said that it is in the community's interest to liaise with developers with regard to any further build within the village. <p>2. Personnel Matters</p> <ul style="list-style-type: none"> All teaching staff have had their annual appraisals. TA appraisals have been carried out by staff. Pupil Support Manager appraised 1:1 TAs and staff on UPS have appraised approximately three TAs each. Class teachers to do lesson observations. This has been good for staff development. <p>7. Forthcoming dates</p> <ul style="list-style-type: none"> 22nd – 27th March is Take One picture week. All Governors invited. 26th March – Year 5 music festival. All Governors welcome. Please let Steph know if you wish to attend. 28th March – Easter Service at church Hannah asked what Take One picture entails. Nick said that it is a project organised by the National Gallery. This year the chosen picture is Bathers at Asnières by Georges Seurat. Our INSET day involves staff visiting the National Gallery and attending a workshop to study the painting. This will then involve the locality of schools collaborating together and children having the opportunity to visit the other schools artwork. It is hoped 	

that the locality art work will be exhibited at County Hall North.

8. Main Business

8.1 Nursery update

- Business plan has been completed and presented to two banks. It was suggested that the amount the school would need to fund would have to be 30% of the total costs.
- Cheryl Marrs (Bursar) had also been through the figures and raised a number of useful points.
- Advice was sought from West Sussex County Council and the Diocese on how to fund this. It was confirmed that there are no grants or loans available from WSCC or the diocese. It was also confirmed that as a school we are unable to borrow externally as a maintained school. If we were to borrow externally the nursery would have to be a separate entity and the land would have to be leased from the Diocese.
- As a result of this it is more viable to progress with Plan A. Advice will be sought from WSCC and the Diocese and alternative funding will be looked into.
- Draft Terms of reference were circulated – the nursery committee will take delegation of powers but will report back to Full Governors. The overarching principles of the terms should be referred to at all times. Governors to be given time to look at the terms.
- Rod informed Governors that pre application advice is available until the end of April. This is a free service and he recommended that draft plans, photos could be submitted to the planning office.

8.2 School Development Plan updates

- Hannah asked about the 'tablets' and what the budget is. Nick said that it is proposed to purchase 30 which would allow a whole class to have use of them at the same time.
- Alan asked about the security of the tablets. Nick said they would only be given out during lesson time.


8.3 Chanctonbury Network Schools

- This is a collaboration of the five primary schools in the area.
- Money has been given to the group to spend on services such as school counsellor and Key2Music scheme. 50% of funds are allocated to individual schools and the remaining 50% goes in to a central fund for all schools. If more schools were to join together as a larger group, this would give more funds for the pot.
- A memo of understanding has been drawn up and Governors were asked to give comments and their approval by the end of March. This would allow schools to have a joint procurement of resources. Nick said this is a good way of working towards possibly becoming an academy. To be discussed at next meeting.
- A group of heads from each of the schools as well as Chair of Governors would sit as a whole governing body.
- Paul said that schools are keen to keep their own identity and signing to this memorandum of understanding for a period of 3 years would allow us to test whether we would want to move forward to academy status. Rev Alastair agreed that it was a sensible way of seeing what it would feel like to be an academy school.
- Nick said that there would be an option after the first year to opt out, giving one year's notice.

Steph

7.55pm Heather left the meeting

Chairman's Signature



<p>9. Reports from Sub Committees</p> <p>9.1 Finance</p> <ul style="list-style-type: none"> Schools' Financial Value Standard Audit was approved and was proposed by Dan and seconded by Alan. <p>9.2 Staffing & Curriculum</p> <ul style="list-style-type: none"> Teachers pay review has taken place. Head's annual performance management review has been approved and objectives set for the year. Looked at Design and Technology. Agreed that Year 6 would have the opportunity to visit Ricardo and engineers would also come to school to work with the children. <p>9.3 Premises</p> <ul style="list-style-type: none"> The main issue the school is faced with at present is the problem with the heating. The pumps were changed but the system is leaking water. It has been identified that the leak is from pipes underneath the school hall. Pipes in the hall need to be isolated in order to establish where the leak is. It is estimated that we are losing approximately £500 of water each month. To overcome this, new pipework will be diverted above the ground in the hall. Contractors have been approached with regard to a termly maintenance contract. SEC are not great. Whilst the heating was not working, electrical heaters were hired. These in turn fused a section of the school. It was then established that the flash guards were asbestos. Quote to be obtained for the replacement. Grounds maintenance contract went out to tender and it has been awarded to Gardener Tom from Henfield. Funds have been secured for the second stage of the new play trail. Facia and soffits are currently being replaced around the school. Funds from the Diocese were obtained to meet the costs. Dan asked how do the Diocese decide on who should receive funding? Nick said that we identified the work in our School Development Plan. 	
<p>10. Link Governors' Report</p> <ul style="list-style-type: none"> Hannah and Bridget have not yet reconvened. It was agreed that Hannah should be the Governor to oversee policies. 	
<p>11. Safeguarding</p> <p>None</p>	
<p>12. Policies to be reviewed/approved</p> <ul style="list-style-type: none"> Charging for school activities – approved Governor Expenses - approved 	
<p>13. Information and Routine Matters</p> <p>13.1 Racial Incidents</p> <p>None</p> <p>13.2 Complaints</p> <p>None</p>	
<p>14. Chairman's actions</p> <ul style="list-style-type: none"> Paul to feedback to Governors following the meeting with the Parish Council. 	Paul

Chairman's Signature

