

**FULL GOVERNORS' MEETING
HELD ON THURSDAY 28th April 2016 AT 6.30PM**

Members Present

John Bailey, Rev Christina Bennett, Jane Brown, Rod Brown, Louise Clark, Paul Drew, Bridget Meinecke, Maureen Gribbon, Laura Roberts and Dan Valovin

In attendance: Clare Watkins

	<u>Action</u>
1. Apologies Alan Corbett, Matt Stenning, Rev Paul Doick, Mark Minchell	
2. Declarations of Business Interests None	
3. Minutes of Meeting of 25th February 2016 3.1 6.16 Paul Drew reported that the minute's state he reported that on the learning walk he had stated he had seen mathematicians and not children. In fact it was Lorraine Warner that had stated this. 3.2. 6.19 It was clarified that "Think Family" is an organisation. With the above mentioned amendments the minutes are approved and signed off as a correct record.	
4. Matters arising (not covered by agenda items) 4.1 Pg. 5 2.3 A letter has now been sent to all TA's. LR confirmed she had held a meeting with them and asked for feedback for the Staffing & Curriculum meeting. None was received. LR clarified that all TA's are on permanent contracts apart from 5. Two are due to switch over shortly and the other three are new employees on temporary contracts. Preference sheets have been sent out to all TA's for next year. 4.2 5.2.14 LR has met with Stephen McCully to discuss and confirm the new leadership structure for September. 4.2 5.4.8 The Reception Phonics Workshop was successful, and one has just been held for parents and children in Year 1. LR gives thanks to Clare Watkins for holding the workshops. 4.3 5.4.11 LR – the Leadership team are carrying out case studies. Michelle Foster has been doing a case study on boy's handwriting and has found some interesting research. 4.4 6.4 Update to parents – a letter written by Rod was sent to parents before the Easter holidays. 4.5 11.1 This action has not been completed. Carried forward to the next meeting 4.6. 11.5 Carried forward to next meeting. RB reiterated that they needed to actively consider how the Governing Body will look in September.	
5. Urgent Matters None	

Chairman's Signature



6. Chair's Report

6.1 RB – Holy Trinity have confirmed they will release Stephen McCully earlier than first agreed to help cover LR maternity leave. This will start on the 7th June. Jill Dyson will be present 3 days per week. The proposal put forward to Holy Trinity is for Stephen to fill the remainder of the week. The first offer put forward did not fit in with Stephen's teaching commitments at Holy Trinity. It has been agreed that he will come to St. Peter's Wednesday mornings and then all day Thursday and Friday. This will mean there will be an overlap on the Wednesday with Stephen and Jill. Members agreed that this was a suitable way forward.

6.2 LR has agreed to be the nominated person for the summer holidays. The risk was that we would have had to employ someone on a full salary as the nominated person, but now LR has agreed to be that person, this is no longer an issue.

6.3 RB thanked Holy Trinity for their help and understanding in arranging cover for June and July.

6.4 DV felt that with Governors being Henfield based, it may be an idea to see what Governors are also available during the Summer holidays to be contactable should there be an issue with the school. DV stated he would be happy to be called on if needed.

6.5 RB will write to Holy Trinity's Chair of Governors to thank them for their co-operation with the smooth transition.

6.6 RB has been attending CNoS meeting with MG. The previous issue of school becoming Academies has come back to discussions. The only issue previously was about the Academy status, but schools in the CNoS are not rushing to consider it at the moment.

6.7 RB feels it is a good collaboration working with other local schools. RB will place the report from the meeting onto the GVO for Governors to look at. RB would like to develop more collective collaborations at Governor level, and feels it would be good to look at the different skills of other Governing Bodies.

RB

6.8 A skills audit has been completed by Upper Beeding and Steyning Primary Schools. It is hoped that these reports will show where our strengths and weaknesses are. RB stated that one main positive of being in the CNoS group is being able to look at work already done by other schools and being able to share good practice.

6.9 It was decided at the last CNoS meeting at Upper Beeding that the minutes of that meeting would be shared to all Governing Bodies within the group. RB will incorporate an item agenda for the next FGM to accommodate CNoS.

RB

6.10 Now that the issue surrounding Academies has receded, the meeting focussed on other matters. HR was discussed. The GVO was another matter discussed. One school is about to purchase the system and another uses drop box, although there is a concern regarding security surrounding this. RB felt it may be a good idea to explore the option of approaching as a group the company that supplies the GVO to see if there were any discount options available if purchased together. PDrew stated that this was looked into a couple of years ago and discussed. It was felt that there was not enough appetite amongst them to go for a group rate, but they decided to enquire and when they approached the company, there was no purchasing power and a discount would not be given.

6.11 Another matter discussed at the meeting was the networking. It was felt that networking between schools at Governor level was not being met. PDrew asked that given that St. Peter's was part of two school groups (Wolstonbury and CNoS), as a Governing Body it is quite stretched and no new topics are being discussed, so feels being a part of two groups doesn't deliver, and maybe an idea would be to go whole heartedly for one group or another instead of both. RB felt that at the moment it was worth staying in both groups to compare, but maybe worth looking at next year. PDrew asked if it was worth our investment in time, and although it is nice to have locality relationships it is tangible what we have got out of it. RB responded that it was useful having contacts with other Headteachers at the other schools.

The Music Festival held at Steyning Grammar School attracts funding for CNoS, so is useful to be a part of it but is not averse to not being a part of them in the future.

6.12 JBailey stated that with the risk of compulsory Academisation, it may be good to potentially work with the other schools to decide how we deal with the issue.

6.13 RB informed the meeting that Becky Linford from Upper Beeding had recently attended a seminar about academies. There was lots of queuing, but she did state that whilst in queues, it was a useful time to gain other schools opinions. RB feels it is useful to keep the channels with the other schools in the group open at the moment, but as a Governing Body decide the best way forward next year.

6.14 RB has been in communication with Stephen McCully mainly through emails ready for him coming to St. Peter's. LR informed the members that Stephen had visited the school on a couple of occasions to meet with her and also came to the school last week to meet with staff. He will be coming in shortly to meet with TA's. Another meeting has been scheduled to discuss Ofsted.

7. Main Business

7.1 Update on Data – Clare Watkins

7.1.1 Data was updated last week and pupil progress meetings have taken place for all year groups with the exception of Year 6. Progress made has been seen in lesson observations, pupil interviews and book scrutiny and is looking positive. The results in progress has to be taken with a pinch of salt and we know teachers that are doing well and those that need help.

7.1.2 Attainment is looking encouraging. Year 4 was an issue but the percentages are now increasing. It was found that Year 2 have gone backwards but this may have been due to the assessments carried out in the Autumn term and teacher's confidence.

7.1.3 EYFS attainment has a high expectation for the end of the year. The Reception children that started came in at 28%. The target for the end of the year is 78% and it is felt that this will be reached.

7.1.4 Writing data has not been strong. There have been lots of interventions in Reception and Year 1 put in place to help. The recent phonics workshops that were held had 100% positive feedback from parents. More workshops have been requested so funds from Pupil Premium will be used to hold more. There has been a big push this year with interventions, with extra ones being put in place. Work has been sent home and phone calls made to parents inviting them to workshops.

7.1.5 The gap in boys writing is now closing and is moving in the right direction.

7.1.6 The moderation work completed at the last INSET day was successful and teachers are now feeling more confident.

7.1.7 A moderation meeting for Year 6 is being held next week so that is why there are no figures as yet.

7.1.8 Higher ability children are continuing to be challenged, and 'working securely' has risen in all year groups.

7.1.9 Expectations for children 'working within' to be on track and 'working securely' at the end of the year.

7.1.10 JBailey stated that it was good that the writing in Year 4 & 5 has improved but **challenged CW** as to why attainment in Year 3 reading and maths seems to be moving backwards. CW responded that moving to a different curriculum has been the main issue. Expectations are now hugely different.

7.1.11 RB questioned whether the very dramatic improvements for Year 5. 24% in writing previously has now risen to 51% was accurate. CW confirmed that this was due to the intervention support in class having been increased.

7.1.12 **RB challenged** CW as to why the increase in year 4 for writing had increased from 15% to 60% as he felt that it appeared again quite dramatic. CW responded that there has been a huge push and support for staff. The Pupil Premium teacher has also been working within the year group. RB felt that those year groups were now overshadowing the ones that are lower. CW responded that although there were still some children in those year groups that needed to catch up, the figures were moving in the right direction.

7.1.13 **PDrew challenged** that in the last few years we have had overinflated figures in certain cohorts. In the Autumn terms we have judged them to be higher than they are. LR responded that this was not the case this year, and it had to be accurate. Time had to be put into training and there was no room to get it wrong as there was so much pressure to get it right.

7.1.14 LR noted that when it came to levels previously and the way the system worked, it was very easy for staff to put children up a level, and they may have been put up a level too quickly. This cannot be done with the new curriculum. PDrew felt that the Governor meetings held over the last few years have now shown that we have got it wrong. LR stated that over the last 5 years we have been more accurate when setting targets for Years 2 & 6.

7.1.15 **DV challenged** LR as to how confident she felt that we would be able to hit the targets. LR responded that we had to get at least 85% and that teachers knew this. DV asked if all areas of attainment had to be 85%. LR replied that that was our expectation and staff knew that. We may find that it is lower this year as it is the first year of the new curriculum. DV asked if there were any areas the school were worried about. CW stated that writing was still an issue but interventions were being looked into. LR noted that it would take a couple of years for the improvements to come through. DV suggested that once the external tests for Years 2&6 SATs were done we could redeploy resources to other year groups. LR responded that after SATs have taken place, the Pupil Premium teacher will leave Year 6 to work in Year 5.

7.1.16 PDrew asked if using the teachers from our Alliance schools could be an option and if they were good could we draw on their experience. LR responded that 2 meetings had been arranged one for writing and one for maths to look at how we compare to them and share good practice.

(CW left the meeting)

7.2 Update on 'Requires Improvement' Journey

7.2.1 LR gave Governors their 'RI Journey' folder at the last FGM so that they had a quick and easy overview of all actions and the impact they have. It will also make it easy for Governors to see our next steps.

7.2.2 RB stated that he liked the way the folder helped to clearly demonstrate the impacts and next steps. It gives a complete oversight to what issued Ofsted had highlighted and what we have done to resolve them. LR suggested that at the end of the year, the data will also be given to Governors to put in the folders to show the impacts from actions taken.

7.2.3 DV felt that it was very good but perhaps more data was needed. LR responded that the impacts will be updated with the Spring data and end of year data. A revised version will be given out at the end of the year, but the Spring data could be put in there now. LR confirmed that the SEF that was in the folder was the current one, as this is reviewed every half term.

7.2.4 RB felt that having the folder helped governors be more effective and reminded governors that the folder would help with the homework that was set for Governors at the last meeting, as it made it easier to look at the school data and strengths and weaknesses, as all the information needed was in the folder.

7.2.5 LR confirmed that the information is to be shared with all staff and will be a good way to celebrate a good journey.

7.2.6 LR suggested to those Governors attending the meeting with Lorraine Warner next week, bring their folders along with them as it will be useful. LR noted that the SIP visit reports go a long way with Ofsted and if it shows that Lorraine Warner feels the reports are good it will help us with Ofsted.

7.3) Strengths and areas for development

7.3.1 RB asked all members to state what they felt were the schools strengths:

- RB – Marking and feedback has come on leaps and bounds
Leadership & Management – the new leadership structure has really matured
- JBailey - Clear and precise ethos
Quality of teachers and learning and assessment
String sense of community relationships
- CB - Christian Ethos
Core values
Good teaching
- DV - School ethos
Provision for whole child – go above and beyond providing three R's
Community links
- BM - Children happy to come here
Core values – has seen that children use these outside of school as well as in school
- JBrown - Quality of teaching and staff and how they work nicely together
Children are respectful and happy
- PDrew - Children come to school and are safe and secure. School is a caring environment
Management and staff discretionary effort goes beyond and is noticeable
Team spirit in the school stands out
- MG - Involvement at all levels – Governors, PTA, Teachers – everyone engaged
Pupil behaviour outside of school
Growth mind-set has provided a refreshing direction for children
- LC - Good quality of teaching and learning
High profile of Christian ethos in school which adds to the character of the school
Commitment from staff and senior leadership
- LR - Community links
Drive for improvement
Behaviour of children

RB stated that there was clear evidence that key strengths stand out.

7.3.2 RB asked all members to state what they felt were the schools area of developments:

- LC - Value for money from TAs and looking at where the impact of TAs is and do they have an impact.
Policies
Writing for boys
- MG - Policies – but knows this is a work in progress
Staffing changes – make sure we maintain drive for improvement
- PDrew - Quality in some teaching – but understands this is being addressed
Staff changes – make sure we have the best teachers and those that need the help receive it
Children that could do better are getting the help they need with actions put in place
Traffic outside of the school
- JBrown - Found it difficult to find any areas of development
- BM - Agrees with PDrew points and going forward we need to prioritise the year groups that are behind

DV - Establishment of new leadership team. Everything changes so is a big risk as well as a good opportunity
Mid ability children – we do not hear a lot of information about them at meetings so would be good to hear more
Maths – the homework is very reliant on IT and doing it online.

LR confirmed parent feedback sheet is to be sent out to parents asking them for their view on Abacus. RB noted that a criticism received from Ofsted was the reliance of worksheets, so we do not want to go completely the other way.

CB - Continue to improve quality of teaching
Continue to improve relationship with the Church

JBailey - Every child attaining his or her potential
Development of RE and citizenship work
Communication within school and wider areas – mainly because some parents do not read or listen to what is sent out and do not know what the school is trying to achieve

PDrew felt the school was very good at sending information out and keeping parents up to date. JBailey felt we needed to focus on how much is sent out and is not suggesting that the leadership team should be doing more. LR responded that parent questionnaires had recently been sent out to all parent/carers, and out of 375 children on roll only 34 questionnaires were sent back, so we are giving parent/carers a chance to have their say. MG feels that there is a lack of parental engagement when it comes to helping within the school with regards to joining the PTA or class reps, and it is an on-going struggle to try and fill vacant class rep spaces. RB suggested that it may be a useful idea to liaise with the Teaching Alliance and other Locality schools to see if they have any other methods of engagements used. PDrew thought that it may be an idea to look at social media i.e. Twitter or Facebook as a way of engaging with parents. LR responded that it was felt that a Facebook page for the school could be a good idea and she was keen to look into as most people are subscribed to Facebook.

RB - Lots of good and different views and it clearly demonstrates more able pupils are stretched and challenged
Progress is good in regards to attainment but progress needs to be improved
Boys reading and girls maths

LR - Teaching and learning is 94% but is still not good enough
Meeting all children's needs

RB felt it was a very useful method to get Governors views

(8pm BM leaves)

8. Headteacher's Report

8.1 RB stated that it was great news that Michelle Foster had been successful in getting the temporary Deputy Headteacher position.

8.2 LR – Michelle will be taking over the Safeguarding role from Clare, and will be out of class for two terms until LR returns from maternity leave.

8.3 RB felt that there had been a good result following the teacher interviews that had recently been held. LR confirmed that 3 teachers had been appointed. Two were very strong experienced teachers and the other was a NQT but was very confident. It is felt that they are a good addition to the team and there is a good feeling about them.

8.4 Annual sickness report – LR stated that it was a statutory requirement that Governors received an annual report. RB felt that the report showed no surprises.

8.5 LR informed the members that Sue Williams, who is a SEN advisor from County, had recently visited Annabelle Payne for a morning. Sue felt that Annabelle was a good SENCO with lots of things in place, but also identified some actions that needed to be worked on.

8.6 There is now only one teacher that has remained at 'Requires Improvement'. **MG challenged** LR to what was being done to help this teacher. LR responded that a clear action plan of support had been put in place, and that an Assistant Headteacher had been released to work with them during their PPA. MG asked if the lesson that had been judged as 'Requires Improvement' was the same person. LR confirmed that yes it was and more observations were to take place and the hope is there will be improvement, and hopefully we would not have to go down the 'capability' route.

RB asked if the observations that had taken place were of separate people or the same people but at multiple times. LR replied that they were observations of different people.

8.7 Behaviour – SEE CONFIDENTIAL MINUTES

9. Reports from Sub Committees

9.1) Finance & Premises – DV

9.1.1 DV handed out a report to the members, which showed a review of the year end and next year's budget.

9.1.2 We have ended up with a carry forward of £47k. This includes funds not spent in Pupil Premium or the Sports Grant. It has been decided to hold money back for premises work and this has been ring-fenced with the main work being the fences.

9.1.3 for the year 2016/17 we have received just over £1.3million in funding. Last year we had £61k more funding due to the higher number of children on roll last year compared to this year.

9.1.4 The main income spent is on staff costs and training which works out to be 85% of the budget. Most areas are budgeted to spend less this year as we have less funding.

9.1.5 The budget has been done on a 'worst case scenario'. By the end of May we will have more of an idea on figures. At present we are budgeting for an overspend of £64k, although the view is that this figure will end up being more in the region of £30-£40k. We have £122k in the reserve account, so the committee are happy to spend 30-40% of the reserves and the Finance Committee are happy to adopt this budget.

9.1.6 The 3 year forecast is also 'worst case scenario' and it does look bleak, but the committee will not allow this to happen. It conditions us and will make us make changes where necessary should it happen.

9.1.7 The committee are happy to keep the reserves in the account and not use all of it in the first year, so the other two years did not suffer. It is felt that it is about supporting the best teachers we can have.

9.1.8 MG felt that the only place she could see a possible trim is with the SLA agreement. DV stated that this was currently fixed, and we do not tie ourselves in to all the County's SLA's. We would have to change this if we were to change to an Academy.

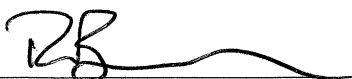
9.1.9 DV – A big percentage of the budget is also allocated to our insurance premiums. We pay high but have suffered in previous years when we did not have insurance, so feels this is well spent.

9.1.10 DV proposed for all members that the budget that has been presented is adopted.

9.1.11 It is unanimously agreed to adopt the budget proposed for next year.

9.1.12 DV confirmed there were no Premises matters to be discussed this time.

Chairman's Signature



9.2) Staffing & Curriculum – LC

9.2.1 Staffing & Curriculum last met on Tuesday 26th April and many of the items discussed have already been covered earlier in the meeting.

9.2.2 The main item of business was Policies. The majority of policies on the Policy list fall in the remit of Staffing & Curriculum to review. Nearly all policies need reviewing and thirteen were reviewed at this meeting. By the end of this academic year it is planned to have all policies up to date, and with correct review dates stated on them.

9.2.3 Another meeting has been scheduled to take place before the May half term to review two more policies.

9.2.4 Four subject policies were reviewed this time and the maths policy completed by Matt Stenning and Frankie Lee was particularly good. LR confirmed she had passed on the committee's thanks to the maths subject leaders.

9.2.5 Some policies are reviewed annually and some are reviewed every 2-3 years unless something changes.

9.2.6 LR confirms that we are now mainly up to date with policies and thanked Jodie for putting a lot of work into the policies spread sheet which has now been broken down into termly sections. The statutory policies are now on the school website.

9.2.7 Leadership Structure for September 2016 – LR met with Stephen McCully to finalise the new structure for next year. There have been some changes made. The senior leadership team now includes the School Business Manager and will close the gap as that person will now attend leadership meetings.

9.2.8 PDrew asked if the new structure was written with personalities in mind. LR responded that no it was not as it would have got complicated. Everything was stripped away and the main focus was on what the school needed.

9.2.9 LR confirmed that she would speak to Team leaders separately to confirm the new structure by May half term. LR will also discuss the changes with HR, to ensure we are following the correct procedures.

9.2.10 RB asked if the teachers contact time would change. LR confirmed that Michelle Foster will cover NQT and PPA time. Julie Jewell's original contract was part time and consisted of her working four days. Annabelle Payne will continue to do SEN 3 days a week and teach for the other 2 days.

9.2.11 **PDrew challenged** whether we needed Annabelle Payne to commit three days to SEN and asked if it would not be better for her to swap it round to two days SEN and three days teaching. LR responded that this would not work and if money were not an issue, the ideal would be to have a Senco full time as this would be beneficial for the school and children, although we do not have enough children on the SEN register to justify a full time Senco.

9.2.12 MG asked what the plan was for Michelle Foster when LR returned from maternity leave. LR confirmed that Michelle's position as Deputy Headteacher is temporary and she will return to her former position when Laura returns.

10. Safeguarding – PDrew (This was discussed at the beginning of the meeting whilst CW was in attendance)

10.1 LR and CW have been working on the Safeguarding audit and it is a very comprehensive report. PDrew and CW will meet next week to sign it off and we will be in good shape once it is completed.

10.2 At the last meeting a few points were raised and these have now been clarified.

Chairman's Signature



10.3 DV confirmed that Alan Corbett will be coming in to school to check the integrity of compartments in Year 6. He will also be checking the lift as the fire risk assessment is due later this year. One thing that stood out was the fact that there was no fire alarm at the top of the stairs. It was confirmed that there was a fire alarm in each room and they would go off wherever a fire was.

10.4 PDrew asked if the children knew what to do if there was a fire. LR responded that fire practices take place once a term so that the children know what to do, and if a fire was to happen in the Year 6 rooms, the children were sensible enough to listen to the teacher in charge. The teachers know that the classrooms will be safe for 30 minutes and all fire doors are kept shut.

10.5 DV stated that it was OK to take Alan's advice that everything is as it should be and to wait for the fire risk assessment later in the year. DV confirmed that the school only had to be compatible to when the school was built. JBailey responded that as Governors they were responsible to ensuring the children are safe and sensible.

10.6 CW is currently looking at storing the school's safeguarding files in an online storage system called CPOMS. These files are currently in paper form and are locked away. Looking at the possibility of what would happen should there be a fire; this option would mean all documents are kept in an online cloud. CW confirmed she had booked a demo with a company to explore this option.

10.7 PDrew asked if all Governors had completed the online PREVENT training and if so could they please let LR have a copy of their certificate.

10.8 LR informed the members that the safeguarding page on the school's website was now complete and was very clear for anyone looking at it.

10.9 CW has a meeting arranged after half term with PC Keeley and parents to discuss online safety.

11. Policies to be reviewed/approved

11.1 Worship Policy

11.1.1 JBailey felt that the policy was very carefully and sensitively put together.

11.1.2 It was unanimously agreed to adopt the Worship Policy.

11.2 Health & Safety Policy

11.2.1 DV felt that section 2F (To ensure that an agenda item entitled 'health and safety' is included on the agenda for termly meetings of the Governing Body) was needed going forward.

11.2.2 DV enquired as to whether Chartwells had lost the contract to provide the school meals. LR confirmed that they still have the contract for at least one more year.

11.2.3 DV asked if we wanted to include the termly report for monitoring and auditing review as this would mean a lot of work for someone. RB responded that this could be part of Finance & Premises and perhaps they could do this in the form of a termly statement. DV felt that evidence may be needed and it would be best to delegate.

11.2.4 With the above mentioned comments it is unanimously agreed to adopt the Policy and that it shall be reviewed annually.

11.3) Charging for School Activities

11.3.1 LR confirmed that no changes have been made.

11.3.2 It is unanimously agreed to adopt the Policy and that it shall be reviewed annually.

12. Information and Routine Matters

12.1 Racial Incidents

None

12.2. Complaints

12.2.1 LR confirmed that a complaint had been received and was currently being dealt with. It is to do with a child on the SEN register and is at this time just a parental concern. LR confirmed that RB was aware of the situation.

13. Chairman's Actions

13.1 RB asked the members to think about future Governor posts as the vacancies that they currently knew of were:

Alan Corbett – Local Authority Governor (who has stated that he will attend meetings until a replacement has been found)

Mark Minchell – Parent Governor – Mark has confirmed he will be stepping down at the next Full Governors meeting.

John Bailey – Foundation Governor – John confirmed this was his last meeting

Matt Stenning – Staff Governor

13.2 LR has been approached by 4 people that are interested in becoming a School Governor, and LR stated she had an idea of their skills set and had given an overview to RB. RB responded that Premises was a difficult skill set to fill.

13.3 DV noted that one of the vacancies would have to go to a parental vote as it was a vacancy for a parent Governor.

13.4 JBailey declared that one of the possible candidates to fill the Foundation Governor vacancy was a member of his family. He confirmed that they were also a parent at the school so this would be good in terms of networking purposes with other parents.

13.5 RB stated that it was a lengthy process to go through with regards to the Local Authority Governor position and that the ultimate decision will lie with the Governing Body.

13.6 RB felt that they needed to be mindful of the skills set required, and that we needed the right people inside the team. RB is to circulate the skills set audit to Governors.

13.7 RB is to meet with LR, PDrew and DV to review the Local Authority Governor vacancy.

13.8 MS is currently speaking to other members of staff to find out if there is any interest in the Staff Governor vacancy.

13.9 RB felt it may be a good idea to look at the candidates we have, and see where they could be slotted into so that there would not be a need to go to ballot. DV responded that an option could be to Co-Opt so that we did not lose someone that would be a value to the Governing Body.

13.10 RB confirmed that once Mark Minchell resigned, the process to fill the Parent Governor vacancy would commence.

13.11 PDrew confirmed that he would like to stand down after the next Ofsted inspection, but if an opportunity to appoint a good Governor came about now he would be happy to step aside sooner.

13.12 RB will write to Holy Trinity Primary School

13.13 RB will sign the agreement with Holy Trinity Primary School to release Stephen McCully from the 7th June.

13.14 RB will place the CNoS information into the GVO for Governors to be able to look at.

Chairman's Signature



13.15 RB will arrange a Parish Council meeting.

13.16 RB gives thanks to John Bailey for his services as a Governor, and felt that he will be difficult to replace. He thanked John for being a great support in his role and for being fiercely independent.

13.17 RB also gave thanks to LR for her role as Headteacher. He stated that it has been an enormous journey and a very intense period, and everyone will be pleased to see Laura back.

Next meeting Date: Thursday 23rd June 2016 at 6.30pm

Chairman's Signature

