

ASHLEIGH PRIMARY SCHOOL & NURSERY

Minutes of the meeting of the Full Governing Board 12.7.23 at 2.00pm

Held at Ashleigh Primary School & Nursery

	<p>Present: Gavin Tash (GT), Sam Greenhalgh (SG), Becs Dungay (BD), Lis Jennings (LJ), John McConnell (JMc), Sarah Sprake (SS), Lizzie Landis (LL), Sharon Hill (SH) and Jennie Reavey (JR).</p> <p>In attendance: Maria Cornish (MC) – proposed co-opted governor</p> <p>Clerk: Jo Bolver (JB) via Teams.</p>	ACTION
1.	Welcome and Apologies	
1.1	Apologies were received from Danni Lacey (DL), David Woozley (DW) and Carolyn Ellis-Gage (CEG).	
1.2	SG welcomed Maria Cornish (MC) to the meeting. MC to become Co-opted governor in the Autumn term.	
2.	Notification of any other urgent/confidential business	
2.1	None.	
3.	Declaration of Business Interests/conflict of interests	
3.1	None.	
4.	Minutes of the previous meeting – 29.3.23	
4.1	The minutes were agreed as a true and accurate record of the meeting.	
5.	Matters Arising	
5.1	Ofsted logo on letter head and websites. As minuted at the previous meeting JM has discussed this with teachers and this will be an Action point to review in Autumn 1. Action: Clerk to add to agenda in Autumn.	Clerk
5.2	LA governor – SG agreed to prepare some wording to go in the school's newsletter. Preference is to have a governor with Finance knowledge. SH and SS agreed to support SG in governor recruitment. Support.	
5.3	Safeguarding governor handover. c/f. Action: Clerk to add to next agenda.	Clerk
5.4	Catering contract. JMc has confirmed the contract with Aspens.	
6.	Membership of Governing Board	
6.1	JR, GT and LJ are stepping down as governors at the end of this term. Vacancies: 3 x Co-opted governors and 1 x LA Governor.	
6.2	Governors agreed to proceed with a non-committee-based approach for the next academic year.	

<p>6.3</p> <p>6.4</p>	<p>Governor roles will form an agenda item for first meeting in September. In the meantime, governors were asked to consider which roles they would like to take. Action Governors to email SG over the summer holidays.</p> <p>It was agreed that CEG covers Finance until a Finance governor is recruited. GT has offered to provide a handover/attend a budget review meeting if required. Support. SG or CEG will attend the Finance Revision 2 in November. Support. JMc reminded governors that we pay for the enhanced Finance support.</p>	<p>ALL</p>
<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p> <p>7.6</p>	<p>Headteacher Report (Circulated on Governorhub)</p> <p>JMc had circulated his report on Governorhub which governors had read prior to the meeting.</p> <p>JMc and governors had an in-depth discussion around teacher strikes and the impact it has on education. Ashleigh has had 8 days of strikes and was closed for 7 of the strike days.</p> <p>KS1 RWM (Reading, Writing, Maths) Data – JMc shared the data on the whiteboard and explained this in depth with governors. Governors were pleased the data shows we are moving in the right direction and it demonstrates the school has a positive impact.</p> <p>Phonics shows that more children were passing tests in 2019 than 2023. JMc explained to governors that every year since we bought in RWInc, children have made an extra mark on average in their tests. There are more diagnosed SEN children, so the gap between SEN and non-attainment is wider. 2023 data shows children had RWInc from January and from Reception upwards. The SEN gaps are lower but are getting closer.</p> <p>Pupil survey reports. Action JMc to circulate to governors.</p> <p>Proposed spending JMc shared the proposed spending on the whiteboard and discussed this in-depth with governors. This was also circulated on Governorhub ahead of the meeting. Governors agreed with the proposed spend.</p>	<p>JMc</p>
<p>8.</p> <p>8.1</p>	<p>Finance</p> <p>Budget Plan 2023/24 / Revision 1 and monitoring report</p> <p>a) Summary has been circulated on Governorhub.</p> <p>b) The budget is in a healthy position with a surplus for all 3 years. GT is ensuring that we have claimed for all SEN funding we are entitled to. The budget is based on the current pay awards which could have a significant effect going forwards. There has been a reduction in the number of staff at Ashleigh and no plans to recruit.</p> <p>c) As we have a surplus in 2023/24, can we recruit TA's? Challenge. JMc reported that recruitment is very difficult at the moment as salaries are</p>	

	<p>not competitive and no one wants to do the role. We need to look at retaining our existing members of staff. SS pointed out the high quality of TA's that have come through the route of volunteering.</p> <p>d) Governors signed off Budget Revision 1.</p>	
8.2	<p>Capital funding Balance is £65k. Do you have a plan for this? Challenge. JMc would like to purchase a bouncy playground and a running track with the remainder going towards having a MUGGA.</p>	
8.3	<p>Themed Audit MIS Sheet 052/23 – Payment to staff and individuals. This was discussed and made aware to governors. Ad hoc purchasing by staff is happening. Procedures are in place which work for Ashleigh. JMc will encourage staff to plan more strategically.</p>	
9.	<p>Premises, Health and Safety</p>	
9.1	Next monitoring visit to take place in September.	
10.	<p>Pupil Premium to go with Vulnerable Groups</p>	
10.1	Action: Analysis to be provided in the Autumn term.	CEG
11.	<p>Sports Funding</p>	
11.1	Action: New report to go on website next week.	JMc
11.2	New Sports governor required.	
12.	<p>Safeguarding - Report circulated on Governorhub.</p>	
12.1	LJ explained her role as Safeguarding governor.	
12.2	DL and LJ meet in the first half of term and report in the second half term.	
12.3	Safeguarding report for governors to be reported in Autumn 1. Action: Clerk to add to agenda.	Clerk
12.4	April Self Evaluation framework is completed every other year. Summer term is a general check-in and finalising of actions.	
12.5	Action: New Safeguarding governor and external safeguarding audit required – outstanding action and this needs to be booked in before next Spring 1.	All
12.6	Case studies completed by end of June. Live case studies have been completed of pupils that have started half-way through and impact of their journey with safeguarding interventions has been traced.	
12.7	Action: Safeguarding team to consider if it possible to share these with governors.	LJ
12.8	50 actions arose from the pupil survey. Action: LJ will follow up actions at handover meeting.	LJ

12.9	Historically governors received Safeguarding training from DL. Chair, Safeguarding lead and Headteacher are required to complete Safeguarding training every year. SG recommend that all governors complete the training annually to show good governance. Challenge. Governors agreed. Support.	
12.10	Hannah Meek to meet Safeguarding governor regularly.	
13.	School Policy Review	
13.1	None.	
14.	Governor Monitoring, Development and Training	
14.1	Discussed above.	
15.	Wellbeing and Workload	
15.1	Staff wellbeing survey has been circulated. JMC shared the results with governors.	
16.	Ashleigh 50 Party	
16.1	Action: SG to pass on thanks from governors to PTA and all those who helped. This was a good indication of community outreach and a successful event.	SG
17.	Dates/Times Of Future Meetings	
	<ul style="list-style-type: none"> 27th September 4.30pm. 	
18.	Confidential matters	
18.1	None.	
19.	Correspondence	
19.1	None received.	
20.	Any Other Business	
20.1	<p>Panel for HT Performance Review – SG, LJ and SH.</p> <p>a) Governor required to replace LJ. Action: SG to email governors to finalise Committee.</p> <p>b) We are supported by VNET. Formal review to take place in September with check-ins taking place in March and June. SG asked for governor continuity throughout the year.</p> <p>c) Action: Date and time to be set for HT Performance Review. JMc to contact VNET to confirm date.</p>	<p>SG</p> <p>JMc</p>
20.2	SG and JMc expressed thanks to GT, JR and LJ for their support at Ashleigh. SG presented flowers and cards.	

Meeting closed at 4pm

Signed (Chair):

Date: