

## Minutes of a meeting of the Full Governing Body of

### Granby Primary School

18<sup>th</sup> March 2015 at 8.00am at the school

**Present:** Glenys Mulvany (Chair), Graham James, Louisa Kiggell, Nick Sone, Peter Fowler (Head teacher), Rob Penny, Rose Sweeney

**In attendance:** David Burgess (School Improvement Partner), Fiona Dick (Prospective governor), Sue Foreman (Clerk)

The Chair welcomed David Burgess (external evaluator) and Fiona Dick (potential governor)

Co-option of new governors was added to the agenda

<i>Item</i>		<i>Actions</i>
1	<p><b>Apologies</b></p> <p>Apologies were accepted from Ryan Flack and Sandra Adegun (work commitments). Barry and John were absent.</p> <p><i>[Clerks note: Barry had emailed apologies prior to the start of the meeting, due to illness]</i></p> <p>Glenys thanked Sue for the survey monkey questionnaire regarding people's availability for meetings. Governors felt that survey monkey seemed like a useful tool we could use again in the future.</p>	
2	<p><b>Declarations of interest</b></p> <p><i>Governors are expected to declare any actual or potential conflict of interest of any nature including direct and indirect pecuniary interests. Governors should also declare any changes to the interests registered in the annual register. Does anyone wish to declare an interest?</i></p> <p>Sue declared an interest re the staffing section of the head teachers report. There were no further interests declared.</p>	
	<p><b>Co-option of new governors</b></p> <p>Fiona Dick and Rob Penny were put forward as co-optees.</p> <p><i>(Fiona and Rob left the room)</i></p> <p>Fiona and Rob were proposed, seconded and agreed as new co-opted governors.</p>	

	<p><i>(Fiona and Rob returned to the room)</i></p> <p>Barry has agreed to mentor Fiona. Sue will send induction materials.</p>	<i>Sue to action</i>
3	<p><b>Minutes of the previous meeting</b></p> <p>The minutes of the previous meeting were agreed and signed as a true record of the meeting</p>	
4	<p><b>Matters arising</b></p> <p>There were no matters arising.</p>	
5	<p><b>Questions on the head teacher's report</b></p> <p>The following questions on the head teacher's report were discussed:</p> <p>Peter tabled a progress and attainment briefing.</p> <p><b>Q Are Pupil Premium children on target?</b></p> <p>Yes, they are making nationally expected levels of progress. The children who are not on target are slightly above the Pupil Premium threshold (ie not on FSM). The main reason that their attendance is suffering is mainly their poor attendance. It is 0.3% up on last year with 42 persistent offenders. Strategies are being put in place to meet with these families to improve the figures.</p> <p><b>Q Have we considered a family support worker?</b></p> <p>Our Pupil Premium grant isn't enough to support that level of expenditure without relinquishing something else. Kirsty will be following up families and Sue (who has experience as a family support worker) will be targeting interventions with those families.</p> <p><b>Q What was the outcome of the health and safety audit?</b></p> <p>The auditor was much more rigorous than we were used to and took a very detailed approach. We are expecting the judgement to be good to excellent but not outstanding.</p> <p><b>Q What are the arrangements for Sue Foreman's appointment?</b></p> <p><i>(Sue left the room)</i></p> <p>Sue has been appointed for 3 days a week on a temporary contract - partly to cover some of Talvinder's role and partly to provide support to the head teacher. Governors agreed this appointment until Christmas.</p>	



6	<p><b>Questions on reports from committees &amp; PTA update:</b></p> <p>A verbal update from pay and personnel committee was deferred.</p> <p>The following questions arose from the minutes of the finance, premises, health and safety committee:</p> <p><b>Q We still have funds in the supply budget - did we allocate too much?</b></p> <p>It's an unpredictable spend. We usually enjoy low absence rates but we always need to have a contingency. The same applies to SEND</p> <p>The out turn was proposed, seconded, agreed and signed.</p>	Sue to agenda
7	<p><b>Governor attendance &amp; CPD:</b></p> <p>This item was deferred until the next meeting</p>	Sue to agenda
8	<p><b>School website compliance</b></p> <p>Governors reviewed the information and it was agreed that Nick and Graham will review the new website against the requirements.</p>	Nick and Graham to action and feedback
9	<p><b>Dates and times of meetings:</b></p> <p>Governors noted the revised dates for meetings for the summer term 2015.</p> <p>A paper proposing meeting dates for 2015/2016 was circulated and Sue will collect feedback and make any changes required.</p>	Sue to action
10	<p><b>Governance review (David Burgess)</b></p> <p>The meeting closed to allow David Burgess to meet with governors on the governance evaluation.</p>	
	<p><i>The meeting closed at 9.15 am</i></p>	