



**NORTH NIBLEY CHURCH OF ENGLAND (AIDED) PRIMARY SCHOOL
MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD
7.00pm Wednesday 13th July 2022
CHRISTIAN VALUES FOR YEAR 2021-22: Friendship, Forgiveness, Hope**

In Person

*Readers need to be aware that the minutes of a Governors' meeting detail the main aspects of discussion, but do not attempt to record, verbatim, who said what.
Minutes are written to aid recall of the factual aspects of the meeting. They may indicate decisions made, but it is often not possible to infer significance – or lack of significance – on different items from this factual record.*

Item		
	<p>Present:, Mark Perry (MP), (Vice-chair) Paul Batchelor (PB) (HT), Rebecca Surrige (RS,), Charlotte Parker (CP), Judith Saunderson (JS), Sue Bradley-Jones (SBJ), (Fiona Yarrow (FY), Juliet Miller (JM), Russel A Strothers (RAS) and Karl Rust (KR)</p> <p>Apologies: Emma Frith (EF), Julie Collins (JC) Peter Hall (PH) Absent: Rosemary Casken (RC),</p> <p>In Attendance: Mrs Anne C Robinson (Clerk to the Governors) (ACR).</p>	
21/22/84	<p><u>Prayers</u></p> <p>PB opened the meeting with a prayer.</p>	
21/22/85	<p><u>Confidentiality Reminder:</u></p> <p>Governors were reminded that the proceedings of the Governing Board are confidential until unrestricted Minutes of the meeting are formally approved.</p>	
21/22/86	<p><u>Apologies</u></p> <p>Apologies were received from: Emma Frith (EF), Julie Collins (JC) Peter Hall (PH): Rosemary Casken was noted as Absent. The Governors consent to the absentees mentioned and a copy of the Minutes will be passed to them.</p> <p>Russel A Strothers and Karl Rust were welcomed as new Foundation Governor and parent Governor respectively.</p>	



21/22/87	<p><u>Declaration of Interest/Change of Governors details/AOB</u></p> <p>Governors declared any pecuniary interest through status as School employees: In addition, five Governors confirmed they had children attending the School.</p> <p><u>Change in Governor details:</u> The details of RAS and KR have been noted on the Governor contact list and circulated</p> <p><u>AOB</u></p> <p>Q. Ms Tyers is leaving – is there any farewell? A.(HT) Reports have taken priority but we will be doing something in Church: no other plans at the moment.</p> <p>Q. Swimming came up at Teaching Learning and Community committee as regards funding? A.(HT) The question came under the Charging and Remissions Policy: a family have more than one child and have offered to pay 50% costs for the children. This leads to a question in these pressing times – have we thought of a pot of money – there is no answer to many questions. The school has a statutory obligation to ensure children can swim 25 metres before leaving Year 6.. If a child can already swim then we don't have to take them but there is more than that – it creates the need for supervision and draws cover from a class. There is also the potential for children not going is seen as divisive.</p> <p>Governors discussed:-</p> <ul style="list-style-type: none"> – the idea of potential funding for trips; – the legal guidance; – the School Fund; – the difference between swimming lessons and a school trip; – the problems of parents being able to pay. <p>Decision: To devolve responsibility for considering how best to support parents and children to Finance and Resources committee.</p>	
21/22/88	<p><u>Approval of Minutes of Governing Board meetings</u></p> <p>The Minutes of the Governing Board Meetings held on the 11th May 2022 were approved and will be duly signed by the Chair of the Governing Board</p>	
21/22/89	<p><u>Matters Arising (not on the Agenda)</u></p> <p><u>New Governor contact list:</u> action completed – see above Minute</p> <p><u>Equalities Statement:</u> agenda item</p> <p>Q. On SEND (Special Educational Needs and Disabilities) do we need to follow the action up (<i>head teacher action</i>)?</p>	



	<p>A.(HT) I will pick this up under the Head teacher Report.</p> <p>Q. What was the result of the Superstars Inspection under Ofsted? A.(HT) this has been published in the Newsletter. There was nothing suggested in the area to improve.</p>	
21/22/90	<p>Safeguarding</p> <p>PB informed Governors as follows:-</p> <ul style="list-style-type: none"> – a Governor Visit on Sports Day had been carried out which had highlighted a potentially serious safeguarding issue. The situation was very worrying but the school did safeguard the child. <p>Q. Was there anything which we should have done differently? A.(HT) Other than anticipate what happened could have happened – no. There is a concern in a public place where members of the public are present.</p> <p>There is a concern under investigation.</p> <p>Q. Will it be difficult to be pro-active at this stage of the term? A.(HT) I don't know – I am trying to get some advice.</p>	
21/22/91	<p>Head teacher's Report (written)</p> <p>See Confidential Minutes</p>	
21/22/92	<p>Finance and Resources update</p> <p>The committee Chair provided the following update:-</p> <ul style="list-style-type: none"> – the committee reviewed the final closing position of the school accounts for last year and noted that the carry in to this year was £53,580 against the forecast position presented at the last meeting of £54,235; – the P3 accounts were reviewed against the Budget for the year and raised some minor queries which PB will investigate with Area Finance Officer; – the committee discussed the arrangements for collecting children at the music festival and considered the request from the Music Festival to have an inset day on the Friday of the Festival next year. The committee agreed it would consider this request after considering the success of the current year's arrangements; <p><i>(Note: following the meeting: the arrangements were successful (and indeed possibly not necessary); it is thought this is due to Katharine Lady Berkeley school pupils being off (with an INSET day) and the earlier opening for live-in vehicles. The chair of Full Governing Board, chair of Finance and Resources</i></p>	



	<p><i>and Head teacher have considered and drafted a response to the festival organisers advising that the school does not consider it necessary to hold an INSET day next year)</i></p> <ul style="list-style-type: none"> – the committee considered the content of the Governors' year-end Report which will focus on the replacement of the heating system, successful bid for replacement windows and the replacement of the hall floor; – the committee discussed Staffing arrangements for finance and administration and other Staffing requirements within the school; – the committee discussed the Equalities Policy and agreed on the Equalities Objectives for next year. the committee also approved the Best Value Statement and IT plan. 	
21/22/93	<p><u>Teaching, Learning and Community</u></p> <p>The committee Chair highlighted the following which had been discussed at committee:-</p> <ul style="list-style-type: none"> – Governors should take action with the Local Authority by writing to them to express dissatisfaction that some Speech Therapy is still on-going virtually. It was agreed that the Staff would draft the letter with specific details, but the letter would come from the Governors. <p>Decision: The Chair of the Teaching Learning and Community committee write to the Local Authority about the current position of Speech Therapists.</p> <ul style="list-style-type: none"> – Dursley swimming pool would continue to be contacted, to request their swimming provision plans; – Governor visits have picked up some momentum and a satisfactory number of school visits should be completed by the end of term; – the end-of-year data was discussed – and it was noted that Writing is weaker than Reading and Mathematics (as per national trends). This should become a focus for next year. – it has also been noted that Reading for pleasure has reduced within the school: this possibly should also become a focus for next year. – the committee reviewed and agreed the School Uniform Policy. – it was noted that with an Early Careers Teacher starting next year, 4 subjects within the school now no longer have a Subject Lead. – the committee considered the Priorities within the SIP including:- – Priority 1. Safeguarding (where it was noted that training will take place in October); – Priority 2. Music (requires more focus next year); – Priority 3. Science (Miss Allen has submitted the PSQM (Primary Science Quality Mark) for the start of a new Science provision next year. <p>Q. Science - is it looking as if we have achieved the Mark? A.(HT) Yes: evidence has been submitted. Q. Does it have to be maintained? Is it wise to keep it on the Strategic Plan? A.(HT) Yes we will keep in the Strategic Plan even if it has met all the success criteria.</p> <p>Governors discussed:-</p>	



	<ul style="list-style-type: none"> - the 3 possible levels (<i>Science accreditation</i>); - the value of embedding Science; - the value of Staff continuing professional development. <p>Governors requested their appreciation for Miss Allen's efforts be formally minuted.</p> <p>A.(HT) She has found it useful in terms of her own knowledge</p>	
21/22/94	<p><u>Admissions</u></p> <p>The following was reported:-</p> <ul style="list-style-type: none"> - the school will have 111 pupils; - there are Year groups with fewer pupils than 15. 	
21/22/95	<p><u>Strategy Group</u></p> <p>The following report was made:-the meeting had been led by CP and JC: CP made the following comments concerning the Group to Governors:-</p> <ul style="list-style-type: none"> - the evolution of Strategy meetings; - the meetings have become more formalised rather than Brainstorming spaces; - CP and JC are looking for someone to take over Strategy; - the SWOT (Strength, Weakness, Opportunities and Threats analysis had been useful; - the next steps for the Strategic document; - the advantages of the whole Governing Body meeting to discuss Strategy similar to a "Budget" meeting; - the idea of the Strategic Plan being a rolling document; - methods of capturing a SWOT analysis. <p>Action: PB to send a document to Governors.</p> <p>Governors discussed:-</p> <ul style="list-style-type: none"> - the value of an annual SWOT analysis; - the overall objectives of a Strategy meeting; - the ideal of a less structured environment <p>Decision: (i)The first Strategy meeting of the next academic year to be a SWOT analysis meeting (ii)Endeavour to find a new Lead; (iii)Consider a Skills Audit and the skills identified therein; (iv)The timing for feedback on Strategy;(v)To run with the current Strategic Plan for next year; (vi)To hold an annual meeting to discuss Strategy overall (outside the normal Full Governing Board meeting schedule)and Strategy to be monitored by committee</p>	PB



21/22/96	<p><u>Governor Training</u></p> <p>New Governor training will be undertaken by Russell Strothers and Karl Rust</p> <p>Mark Perry will undertake Chair training provided by the Local Authority.</p>	
21/22/97	<p><u>Policy Review</u></p> <p><u>Equalities Policy:</u> Consideration of the Policy to be deferred and delegated to Teaching Learning and Community committee.</p> <p>Action: Chair of Governors and CP to liaise over current draft document.</p> <p>Governors discussed the recommendation for an Equalities Governor and publication of the Annual Report on the school website.</p>	SBJ/ CP
21/22/98	<p><u>Chair's matters</u></p> <p><u>Full Governing Board meeting dates for 2022-23:</u> These had been circulated prior to the meeting.</p> <p>Decision: To approve Full Governing Board meeting dates for 2022-23 subject to clarification of the proposed date for Term 3 meeting.</p> <p><u>Annual Governor Statement:</u> a Report had been circulated.</p> <p>Decision: To authorise the Chair of the Governing Board to distribute the annual Governor Report.</p> <p><u>Allocation of New Governors to committee.</u></p> <p>Decision: To allocate the new Governors as follows:-</p> <p>RS – Finance and Resources committee.</p> <p>KR – Teaching Learning and Community committee</p>	
21/22/99	<p><u>Next Meeting Date</u></p> <p>The next meeting date is scheduled to be Wednesday 14th September 2022.</p> <p>The Chair of the Governing Board requested that her appreciation of the efforts of Governors, Staff, the Clerk and especially the Head teacher for leading the school through the last year, be formally minuted'</p>	
21/22/100	<p><u>Confidential Matter</u></p> <p>21:10 RS left the meeting:</p> <p>See Restrictive Confidential minutes</p>	
	<p>The formal meeting closed at 21.30</p>	



	Signed by the Chair as being a true record of the meeting	Date	
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North Nibley C of E Primary School

Meeting of the Governors of North Nibley C of E Primary School

7:00 pm 13th July 2022

AGENDA

	ITEM	LEAD	TIME
1	Confidentiality reminder	CHAIR	7.00
2	Opening prayer	PH	7.00
3	Apologies	CLERK	7.05
4	Declarations of Interest/ Changes in Governor details/AOB	CHAIR	7.10-7.15
5	Approval of Minutes of the meeting held on 11 th May 2022	CHAIR	7.15-7.20
6	Matters arising from the meeting held on 11 th May (not on Agenda)	CHAIR	7.20-7.25
7	Safeguarding	PB	7.25-7.30



8	The Head Teacher's Report (Written report) To include the Attainment and Progress Report 2022	PB	7.30-7.45
9	Review School Improvement Plan 2021-22 and consider School Improvement Plan 2022-23	Chair	7.45=8.00
10	Finance & Resources – update including approval of School Fund	COMM.CHAIR	8.00-8.10
11	Teaching & Learning - update	COMM.CHAIR	8.10-8.20
12	Admissions Panel – In-Year admissions	COMM.CHAIR	8.20-8.25
13	Strategy meeting: Review of Strategy	CP	8.25-8.35
14	1 Governor Training opportunities	CHAIR	8.35-8.40
15	2 Policy Review Equalities Statement	CHAIR	8.40-8.45
16	3 Chair Matters: Approval Full Governing Board meeting dates 2022-23 Governor Self-Evaluation 2021-22 Succession Planning	CHAIR	8.45-8.55
17	Next meeting date: TBC	CHAIR	8.55-9.00
	Close with prayer		

4 The meeting will close at 9.00 pm

Attachments: – (available electronically): Head teacher's report, School Fund, Draft Equalities Statement,

List of Attachments to the Minutes of the Full Governing Board dated 13th July 2022

Full Governing Board meeting dates 2022-23

