

## Arnside National School

### **Minutes of the Governor Meeting held on Tuesday 29<sup>th</sup> September 2015 at 7.00pm**

Mr Dudley opened the meeting at 7pm and welcomed all governors, introducing new governor, Mrs Stephanie Griffith.

**Present:** Mr N Sharp, Mrs S Griffith, Mr I Senior, Mr D Adair, Rev'd D Cooper, Mr I Dudley, Mr A Cook, Mrs J Bratt, Mrs L Brough, Mrs G Deane, Mr G Jones and Mrs M Inchmore.

**Declarations of Interest in respect of agenda items:** There were no declarations of interest.

**Apologies** were received from Mrs N Till and new governor Mrs D Langdon. Mr A Capeling has decided not to continue as a governor with immediate effect; his term of office ends in November 2015.

**Minutes of the last meeting:** There were some amendments to the minutes from 12<sup>th</sup> May 2015 which will be covered in 'Matters Arising'. Mrs L Brough proposed the minutes as a true record, seconded by Rev'd D Cooper and accepted by all governors present.

**Matters Arising from the minutes:** Mrs J Bratt and Mr I Service would like the following amendments to be made to the 'Governor Training' paragraphs in the minutes from 12<sup>th</sup> May 2015: The information from the training attended was that governors are expected to have a greater involvement with the school and adopt the role of a 'critical friend', and that a lack of knowledge and involvement may well have an adverse affect on any Ofsted outcome. It is envisaged that governors should visit the school more often and know more about what is happening in their school; it was noted that the school's regular attendance at the Church will constitute community involvement. It was also noted that having checked the school website, 'some' information, not 'most', as reported, was available.

A discussion ensued about how information from Raise on Line; Data Dashboard and the SEF (School self Evaluation Form) could best be given to governors, it was agreed to save the relevant data and electronically distribute this to governors before the meeting. It was agreed that for the next Raiseonline results Mr Cook would engage the firm 'Arbor' to summarise the data for governors in booklet form, (this method would then be reviewed for its effectiveness).

**Governors' Business Interests:** Declaration forms were distributed and collected from all governors attending tonight's meeting. (Any missing forms will be followed up).

**Election of Officers:** Mr D Adair proposed Mr Dudley as Chair, seconded by Mrs G Deane; please see the following sheet detailing the elected officers and committees.

## **Election of officers: September 2015**

		Proposed by	Seconded
Chair	Mr I Dudley	Mr D Adair	Mrs G Deane
Vice Chair	Mrs N Till		
Treasurer	Mrs N Till		
Safeguarding and Attendance:	Mr G Jones		
SEN	Mrs J Bratt		
Literacy	Mrs N Till		
Numeracy	Mr I Service		
Link Governor	Mrs L Brough		

**Election of Officers:** Proposed by: Mr I Dudley Seconded by: Mr D Adair

**Election of Committees:** Proposed by: Mr D Adair Seconded by: Mrs J Bratt

Finance	Mr A Cook, Mr I Dudley, Mr G Jones, Mrs N Till
Performance Management Appeals	Mr I Service
Building Risk Assessment	Mr D Adair, Mr A Cook, Rev'd D Cooper, Mrs S Gr
Staff Discipline/Grievance	Rev'd D Cooper, Mr I Dudley, Mr G Jones
Staff Discipline Appeals	Mr D Adair, Mr I Service
Pupil Discipline	Mrs J Bratt, Rev'd D Cooper, Mrs N Till
Admissions	Mrs L Brough, Mr G Jones, Mrs D Langdon
Complaints against staff	Mrs L Brough, Mr G Jones, Mr I Service

The re-election of committee members and Terms of Reference were proposed by Mr D Adair, seconded by Mrs J Bratt and accepted unanimously by the governing body.

**Headteacher Report:** Mr Cook told governors that we have about 6 outstanding enquiries regarding places for prospective pupils. We currently have 27 pupils in Year 6 with another child due to start in October, we have 15 pupils due to start Reception class in September 2016 which would result in a monetary loss of around £40,000 in the school budget. This has been taken into consideration when planning next year's budget but may have staffing implications.

Ms Piper and Miss Morris are our accredited providers for NQT Training (Newly Qualified Teacher) and administer this support. There are currently 10 NQT's registered with us.

**Buildings Report: Kitchen - Free School Meals at Key Stage 1:** Mr Cook briefly explained, for the benefit of new governors, that we had put in two building bids, one for the installation of a kitchen in an existing teaching area to comply with Government recommendations and another for an extension to replace the teaching area which would be lost. We received funding for the kitchen installation but not for the replacement teaching area - these bids were looked at independently of each other. Mr Cook explained the lack of teaching areas we currently have in school, and how, on a daily basis, staff struggle to find work space for essential small group activities. If we went ahead with converting the teaching area into a kitchen this provision would have significant cost and staffing implications for the school.

Mr Cook had cuttings from the Times Ed indicating uncertainty for the long term funding from central Government and the future of free school meals for all Key Stage 1 children. We presently provide a packed lunch for our Key Stage 1 children sourced from The Heron Café on the Promenade which most parents and pupils appear happy with and which currently seems to meet Government requirements although the funding received does not completely cover the cost for this provision.. We intend to restructure our bid for a new classroom/meeting room when this year's Condition Improvement Fund details are released. Governors were asked to vote on whether we should go ahead with the provision of a kitchen area or to be prepared to return the £70,000+ when the money was requested. It was proposed by Mr D Adair that we don't go ahead with kitchen alterations but wait for a request to return the grant money, this was seconded by Mr I Dudley and all governors voted in favour.

#### **Finance Report and School Budget 2015 - 2016:**

Barclays Community Fund	2839.68
Annie Inchboard Memorial Scholarship Fund	4099.47
CCLA Investment Management Ltd	<u>3583.19</u>
	<b>£10,522.34</b>

Mr Dudley remarked that the governors were still attempting to have the signatories changed on the Barclays Community Fund from the last change of Treasurer, they will continue to pursue this. The projected budget (2015 - 16) plan was distributed by Mr Dudley and shows an expected surplus of £23,000. We will bring forward an approximate surplus of £58,000 from the 2014 - 2015 budget, this was more than expected due to extra monies being received from central Government. The school has always had a surplus to carry forward.

This is the final year of core funding to the school from Teaching Schools.

**SAT's 2014 - 2015. Targets for 2015 - 2016:** Our results were exceptionally high in comparison with both County and National results. Mr Cook thanked all staff throughout the school for their contribution to this achievement. Mr Cook was invited to meet with HMCI for an insight into the new Common Inspection Framework . The changes correspond with what Arnside is already doing. Future tests may be harder but progress will be made between KS1 and KS2 testing.

**Teaching Schools update:** We received a core grant to support schools considered to be failing in some way, support being provided either by our staff or arranging support from other schools. All the schools who have received support have made improvements.

**AOB:** Discussion took place about our current after school clubs and inviting parents to 'meet your teacher' and 'helping children at home', both initiatives to help parents understand the routines at school and enable them to help their child with the subjects they are learning.

Comment was made about our display at the County Show, how inclusive it was that there was a piece of work from almost every child.

Mr Dudley asked if letters of thanks could be sent to Mr G Beaumont and Mr A Capeling for their time as school governors.

**Date of the next meeting:** Tuesday 9<sup>th</sup> February 2016.

Mr Dudley closed the meeting at 8.45pm.

Mr I Dudley .....

Date: .....

Chair of Governors