

# Meeting of the Crewkerne and Misterton Federated Governing Body

## Minutes of a meeting of the Governing Body held on Thursday 28th January 2016 at Ashlands First School (GB4)

In Attendance: Adrian Scott (AS), Richard Barratt (RB), Andy North (AN), Liz Clemow (EC), Lisa Carter (LC), Anthony Mulligan (AM), Adam Pilton (AP), Jonathon Morris (JM), Nicola Ball (NB) & Ellie Kading (EK). Diana Hunt Clerk (DH)

No.	Procedural Matters	Action
1	No apologies	
3	RB asked those present for any declaration of interests. None declared.	
	RB opened the meeting by saying that we won't be following the agenda exactly as we have a special guest here this evening; David Theobald from County is here to discuss the way forward for the schools and therefore we may have to leave some of the points from this agenda to another meeting due to the nature of the news I am about to announce. Carol Wills has handed in her notice due to personal reasons and will leave at the end of the academic year. Currently Carol Wills is signed off. The nature of the rest of this discussion was classed as confidential and will be minuted as confidential.	
	The meeting had a short break and we thanked David Theobald for his time. The meeting reconvened at 6.40pm.	
	Due to the time RB moved the meeting on to points 7, 9, 10 & 11 on the agenda.	
7	<b>Policies</b> - The pay policy was amended and sent out to all staff. No feedback from any staff. LC read out the revised piece. It was agreed that the following wording needs to be added to the new section.....' <b>on main scale</b> '. RB asked the GB to adopt the amended policy. All agreed. RB signed the policy. Medical & Accessibility Policy to be discussed by NB & EC.	Action  Action
9	<b>Headteacher Report</b> - The Headteacher's Report was circulated to the Governors prior to the meeting. In CW absence, NB the Deputy Head will answer any questions the GB has relating to the report. NB highlighted from the report that there is a class at Ashlands that is being monitored and extra support is in place. At Misterton we need to watch the SEN support. NB handed out a new Assessment Level Leaflet - (appendix one) to the Governors. This has gone out to all parents today with the February reports. NB explained the new assessments and it is about broadening the child's knowledge. The Year 1 children are our case studies and we need to be mindful that SEN children work at different levels.	
10	<b>Governor Visits</b> - RB: The Governor visits need to be given more time so we will postpone the feedback from these visits to the next meeting but is there anything AM or EC would like to say regarding their visits tonight? AM: Thanked AN and said it was a very rewarding experience. There were some action points and AN was already working on these. EC: Very positive picture at both schools. NB: Clare Finlay has got her SENCO Award. Congratulations to her. RB: Letter to be sent to congratulate her. Misterton has a new temporary SENCO - Christine Tait. Christine will be working from Misterton for 3 hours every 3 weeks on a Friday morning.	Action
11	<b>Chart of Accounts &amp; Redecoration Programme.</b> - Month 9 accounts will be presented at an extraordinary meeting. LC: Benchmarking needs to be looked at before March as well as the SFV. LC: Numbers have gone up at Ashlands which has helped financially by £25K. Misterton numbers are down, we lost three children at Christmas. NB: We do need to watch numbers at Ashlands - Richard Coath's class now has 34 children and Reception has gone up to 31. LC: We do have to accept the children though. LC: Re-decoration is going to start at both schools. Ashlands has started and Mistertons begins in February. We are also looking at hand driers for the cloakrooms. We were looking at two options, to either lease or buy outright. Maintenance and warranty would be same with both options. Due to cost we are unlikely to go down the lease avenue.	Action
5	The minutes of the last meeting held on 26th November 2015 were circulated prior to the meeting. DH (Clerk): I have received an email from AN regarding a comment relating to point 13 which he would like amended to reflect the true discussion. I will amend and present the minutes again at the next meeting to be agreed and signed. RB: We will go through the actions points at the next meeting.	Action
	The meeting closed at 7.30pm	

**ACTIONS ARISING FROM FULL GOVERNORS' MEETING HELD ON 28th January 2016**

MINUTE	ACTION	BY	TIMESCALE	COMPLETE
GB4 - Point 7	The wording 'on the main scale' to be added to the new section in the Pay Policy.	LC	ASAP	
GB4 - Point 7	Medical and Accessibility Policy	NB & EC	ASAP	
GB4 - Point 10	Letter to Clair Findlay to congratulate passing SENCO Award.	RB	ASAP	
GB4 - Point 11	Benchmarking needs to be looked at before March as well as the SFV.	LC & RB	GB5	
GB4 - Point 5	Minutes to be amended and presented at the next meeting.	DH	GB5	