

Board of Governors' Meeting
Milford Community Primary School
Wednesday 10th. October 2016 at 6:30p.m.

Minute	Item	Action
FGB121016/1	Attendance G.Taylor (Chair), P.Fox (Head), L.Tomlinson, D.Lawday, J.Mobbs, J.White, R.Baker, B.Coot, P.Royal, S.Fitton and A.Shaefer (Clerk) All Minutes, Reports & Policies had previously been circulated.	
FGB121016/2	Apologies No apologies, all present.	
FGB121016/3	Declaring A Business Interest No business interest declared.	
FGB121016/4	Minutes of previous FGB 6/07/16 Confidential Items Minutes agreed & accepted. Governors also agreed there were no Confidential Items.	
FGB121016/5	Matters Arising Chair asked if any more children had expressed an interest in the Russia trip. Head informed Committee that 2 more children had expressed an interest (FGB060716/19), 8 in total. SF said the date had now been revised to w/c 15-5-17. Unfortunately, the flight times on offer are awkward. After a brief discussion, Committee agreed on 5:30am flight departure.SF said she would see which flight offered the best discount.	
FGB121016/6	Minutes Resource Committee & Budget Position Curriculum Committee & Data Analysis Both sets of Minutes agreed & accepted. On behalf of the Resources Committee PF gave a brief overview of School's Budget Position & said changes in funding could present challenges for the future. SF recommended that further applications be made to Vulnerable Pupils' Fund. RB also gave Committee an overview of the Curriculum Committee Minutes, in particular the Data Analysis (CC210916/6) Signed.....(Chair) Date.....Page 1 of 5	

Re-appointment of RB

RB's tenure had expired so a new vote was needed. RB briefly left the meeting while RB was unanimously re-elected to the Committee.

Terms of Reference

FGB:- Accepted with following amendments - (Page 1) "...GB will meet at least 3 times per School year." (Page 4) "...at least 3 times in a School year."

Appraisal & Pay Committee:- Accepted with the following amendment – (5th. Paragraph) Terms of Reference: Head

CC:- Accepted with the following amendments – (4th. Paragraph) "...will elect a Chair biennially." (6th. Paragraph) "The Chair of the Curriculum Committee..."

RC:- Accepted with the following amendment – TOR – Budget, 3rd. Bullet point, Remove reference to virements.

Code of Practice

To be signed by all Governors;

Re-distribution of subject areas

The new Subject Area of Responsibility were agreed as follows:-
Maths: JW, RB & LT. Computing: PR. Science: JW. Safeguarding: PR. H&S: JS (Associate Governor. See **FGB60716/4**). PP: RB, SP: JW. History & Geography: DL. PSHE: GT. RE, Music, Art and D&T: JM

PF said now that the Subject Area of Responsibility had been agreed she would produce a timetable for Governors' visits.

Governor Evaluation

Chair reminded Governors that the Evaluation Reports need to be completed & reiterated that all comments are anonymous. Chair then raised some of the comments already made. Chair said that if any Governor does have a concern regarding any aspect of the School, they can contact the Chair confidentially. PF to add a question on Governor Visit Checklist so any visiting Governor can raise Safeguarding issues with staff &/or children. There was a brief discussion about how much parents were aware of Governors & their role in the School's life.

Governor Annual Report

GT to update GAR & make available on School's website.

School Improvement Plan

PF presented the latest SIP, said that most targets have now been completed. The focus for the coming School year is to make the curriculum more creative & innovative.

Signed.....(Chair)

Date.....Page 2 of 5

FGB121016/9

Governor Training

PF, GT & AS to attend a Governors' Training Seminar in November & PR's Governor Induction is Saturday 15/10/16. GT and RB attended a Strategic Briefing which covered numerous topics including Academisation (FGB121016/17). GT informed the committee that notes from the briefing can be found on the DCC website for those who did not attend.

FGB121016/10

Head's Report

Safeguarding & Attendance
Anti-bullying & Incidents
Behaviour
Performance Management Review

Report given brief overview. Discussion then opened up as to whether the School could or should change its PAN. All agreed that it is vital that the School strives to keep its Community environment & spirit. It was also highlighted that the School has limited physical space for an increase. PF remarked that the School is, apparently, the only School in Derbyshire where the KS1 toilet is still an outside toilet with all the problems, H&S concerns this brings. Chair asked SF if she knew what forms needed to be completed & who needs to be contacted with a view of getting further funding. SF replied she would endeavour to find out tomorrow (13/10/16) & let PF know. It was agreed further discussion is needed. PF is to conduct further research &, hopefully, present her report with recommendations at the next FGB.
(See also FGB71015/11)

FGB121016/11

Safeguarding Action Plan

No further information available.

FGB121016/12

Pupil Premium

RB gave a brief overview of Report. In general, PP children are meeting or exceeding the achievement of non-PP children.

FGB121016/13

Sports Premium

No new information reported.

FGB121016/14

Governor Visits

No formal reports were presented but JW recently made a School visit regarding Anti-Bullying coupled with Safeguarding issues. JW met 2 of the School's Anti-Bullying Ambassadors. JW said they appeared to be very proud of the role which is a reflection of their self-esteem & how it is treated in School. A formal, written report to presented before the next FGB.

Signed.....(Chair)

Date.....Page 3 of 5

FGB121016/15

Policies/Reports

Teacher Appraisal

Policy accepted & agreed. JW asked if a question could be included regarding Feedback on Governors, their visits etc. PF to consider an additional question.

Governor Visits Policy

Policy accepted & agreed.

Breakfast & After School Club Policy

Policy accepted & agreed subject to minor grammatical corrections.

FGB121016/16

Benchmarking Report

No new information available.

FGB121016/17

Academisation

Chair opened the discussion by asking if anyone felt academisation was the right option for Milford School. All governors were in agreement that we should not follow this route voluntarily but we need to be aware of legislation and what other schools in our cluster are planning to do with regards to this issue as we do not want to be 'left out on a limb'. Chair summarised a discussion she had had at the strategic briefing with the Director for Education and Children's services. Chair had been informed that it looked unlikely that the government would proceed with the plans to make all schools academise. The government are seeking 'excellence in education' but the emphasis is on schools to achieve this in whichever way is best for them, acknowledging that academisation may not be right for every school. Chair said however that we should not become complacent as government thinking, and legislation, could change and all governors agreed it would be prudent to seek information about different academy structures and how they work so they are armed with appropriate information should they be forced to make a decision on this issue. The Heads and Chairs of our cluster group schools are continuing to meet to discuss the issues involved and with a view to organising some information seminars for governors. Further discussion will take place at future FGBs.

FGB121016/18

Correspondence

Chair reported that the signatures for After School Club need to be changed due to a member of staff leaving. All governors agreed that J Hemstock should be taken off as a signatory and D Lawday and K Meyrick be added.

Signed.....(Chair)

Date.....Page 4 of 5

<p>FGB121016/19</p>	<p style="text-align: center;">Staffing</p> <p>No new details. (See Head's Report FGB121016/10)</p>	
<p>FGB121016/20</p>	<p style="text-align: center;">Declaration of Confidentiality</p> <p>Confirmed by all Governors.</p>	
<p>FGB121016/21</p>	<p style="text-align: center;">Date & Time of next Meeting</p> <p>Date confirmed as Wednesday 7th. December 2016, 6:30pm at School. Meeting closed at 8:45pm</p> <p>Signed.....(Chair)</p> <p>Date.....Page 5 of 5</p>	