



Kirklees Directorate for Children and Young People

THE GOVERNING BODY OF CASTLE HILL SCHOOL

Minutes of the meeting of the Minutes of LGB Meeting at the School on 24th January 2023 at 3.30pm.

PRESENT

Ms T Wright (Chair), Ms J Anderson, Ms J Askew, Ms K Dyson, Mr S Perren, Ms K Purkis, Ms K Whale

In Attendance:

Caroline Hall (Clerk)
Allanna Hoyer (Business & Administrations Manager)
Dan Pearce (Deputy Principal)

1. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

There were no apologies for absence and there were no declarations of interest.

2. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

The following item was notified to be brought up under Any Other Business:

- Milton Ofsted report
- Teachers' strikes

3. REPRESENTATION

Resignation

Governors noted that Joan Haines had resigned with effect from 19 October 2022.

Appointment

The Chair welcomed Kate Purkis to the LGB as a Staff Governor with effect from 22 November 2022.

Vacancies

Governors noted that there were two vacancies for co-opted governors and one for a parent governor.

4. MINUTES OF THE MEETING HELD ON 6 DECEMBER 2022

The minutes of the meeting held on 6 December 2022 were agreed as an accurate record.

5. MATTERS ARISING AND ACTIONS FROM PREVIOUS MEETING

a) Track skills audits.

Ms T Wright had completed.

b) Place Governor job description on the shared drive.

Ms T Wright had completed.

c) Think about the key messages from their specific areas, how things were going and any particular training needs.

Governors had completed.

d) Arrange 1:1 meetings with Governors during the spring term.

Precious to this meeting Ms T Wright had held meetings with all Governors except for Ms J Askew.

ACTION: Chair to hold meeting with Ms J Askew.

e) Send information to Governors regarding what Ofsted look for from Governors.

Ms T Wright had completed.

f) Send Kate an example of a completed Governor monitoring form.

Ms T Wright had completed.

g) Update chair on who had delivered the recent LA safeguarding training.

ACTION: Ms J Askew to update chair on this information before the next meeting.

h) Revert to LGB and advise on the best offer for governor safeguarding training.

ACTION: Ms T Wright to do before next meeting.

6. ANY OTHER BUSINESS

a) Teachers' strikes

The Head teacher advised that the potential strike dates were 1st and 28th February 15th and 16th March. The Head teacher had written to families on 23rd January advising that there could be short notice of the effect of teachers' strike action and recommending that they arrange alternative childcare in place. It was difficult to plan as teachers were not obliged to respond to enquiries as to their intention to strike and classes could not be kept open without a teacher.

b) Milton School Ofsted

Ms T Wright reported that Milton School had received notice from the DfE that it would be re-brokered to another Trust, which should be a swift process.

Q: Will there be an update at the next LGB meeting?

A: If there is any information we will be updated before the next meeting. It is all still highly confidential.

Q: What are the roles of the CEO and the Chair of the Trust?

A: Principals report to the CEO, who is responsible for the operational management of the Trust and answerable to the Chair of the Trust Board.

Q: How could the LGB have a voice?

A: The CEO is talking to the Principals and the Chairs are to be invited to meetings with the DfE's Regional Director.

7. REPORTS FROM COMMITTEES

There were no reports from committees.

8. FINANCE

a) Management accounts

Allanna Hoyer referred to the December 2022 management accounts and her written report to Governors. The highlights were:

- Overall, the figures showed a deficit of £47K for the first four months of the financial year 2022-23.
- All the backdated pay increases for teaching and support staff had been implemented. AH was in the process of revising the budget and expected a deficit for the year.

- The auditors had completed the year-end process and the cumulative carry forward from 2021-22 was £1,152,739.

Q: Are there any ring-fenced funds or any redirections to consider?

A: We spend funds on Omnis for sports and Pupil Premium mostly on FSM and music.

Q: Are there any other funds due to the school?

A: There is further Government funding for high needs schools but no detail yet.

Q: Are other schools in a similar position?

A: Yes, other schools are very much in the same position. We have seen a 70% increase in utility costs with a further increase anticipated in April 2023, and a 14% increase on our premises contract, which is linked to RPI.

Q: Why does the Government award staff pay rises but not provide the funding to match?

A: We have to fund the pay increases from our school budget and next year we will still have to balance the budget, which may mean substantial cutbacks.

Q: Can we close down the buildings earlier and cut back on heating and lighting?

A: We are talking to Pinnacle about outside lights and about turning off heating and lighting during the holidays. LED lighting has yielded a saving 84%. We are reminding staff to turn off IT equipment when not in use and we are looking into a cover for the hydro pool, which we see as an essential part of our offer.

Q: Are there likely to be any savings from potential retirements?

A: This is not very likely to bring much saving as we would need to replace staff to meet the needs of our students and we require specialist, experienced staff.

(b) Reworks Project

AH advised that handover on the Reworks project should be completed within the next week, following a final snagging visit.

Governors thanked AH for her detailed report and ongoing work on the budget.

Allanna Hoyer left the meeting at 4.25pm.

9. PRINCIPAL'S REPORT

The Head teachers report was circulated to governors prior to the meeting. He highlighting the following points:

- Cumulative attendance for all pupils is close to the national DfE statistic and exceeds it when long term absence is considered.
- Staff attendance for December is comparable to the similar period in pre-pandemic years.

Q: At what level, in terms of the number of student teachers, is the training course still viable?

A: We are flexible to some extent, probably around four or five. We have had five applications for next year already.

The chair thanked the Head teacher and staff for all the detailed reports, which gave a great snapshot of each department and were easy to read.

10. POLICIES FOR REVIEW BY THE GOVERNING BODY

The chair had reviewed the following policies and recommended them to the LGB:

- Accreditation
- Hydrotherapy
- Medical/ Accident/ Medication

RESOLVED: That the above policies be ratified by the LGB.

11. LGB SELF-EVALUATION

The chair reported that she had undertaken one-to-one meetings with most Governors, which had been an enjoyable and informative process, and there was one meeting to be held. TW would follow up with individual notes to each Governor and an anonymised summary to all Governors.

The chair proposed a briefing via Teams for Governors on what to expect from an Ofsted inspection.

12. EYFS, PRIMARY FAR AND UPPER PLAYGROUND APPROVAL

Governors noted that the plans for development of EYFS, Primary Far and Upper playgrounds had been approved by the Trust. Governors thanked Allanna Hoyer for her detailed planning and preparatory work.

13. GOVERNOR TRAINING AND GOVERNOR VISITS

KD and KP reported on the very helpful training they had received as new Governors. KP had also completed Makaton-friendly accreditation.

KW had visited Tracy Donegan in connection with regulation and would write up and circulate her report to Governors.

14. CONSIDER THE IMPACT OF THE COST OF LIVING CRISIS

Ms J Askew briefed Governors on a charity operating from the Methodist Church, *The Bread & Butter Thing*, offering food support designed to feed a family of four for 3-4 days.

15. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS.

Governors noted the following dates for future meetings (due to commence at 3.30pm):

Tuesday 14 March 2023
 Tuesday 9 May 2023
 Tuesday 27 June 2023

16. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of the agenda, minutes or related papers be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.

The Chair closed the meeting at 5.15pm.

Summary of Actions

Action Number	Action	By Whom
1	Advise Til Wright who had delivered the recent LA safeguarding training.	Julie Anderson
2	Revert to LGB and advise on the best offer for governor safeguarding training.	Til Wright

3	Organise a Governors' briefing via Teams on what to expect from an Ofsted inspection.	Til Wright
4	Write up Governor visit and circulate report to Governors.	Katrina Whale