

Present:

Jayne Askew (Staff Governor)
Kristy Dyson (Parent Governor)
Steve Perren (Principal)
Katrina Whale (Staff Governor)
Til Wright (Chair, Co-Opted Governor)

In Attendance:

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

1. Apologies for absence, consent, and declarations of interest.

- 1.1 Apologies for absence were received from Julie Anderson and Kate Purkis, both with consent.
- 1.2 There were no declarations of interest regarding the meeting's agenda items.

2. Notification of items to be brought up under Any Other Business.

The following items were notified to be brought up under Any Other Business:

- 2.1 Together Learning Trust update.

3. Representation

3.1 Appointment

TW reported that the appointment of Joan Haines as a Governor was temporarily in abeyance.

3.2 Vacancies

TW reported on a recent Governor candidate who resided overseas and was therefore not suitable. TW to investigate the Governors For Schools service as a potential source of new governors.

KW volunteered to attend the Parents Group meeting on 25 May. TW to ask Sally Metcalfe to mention Governor vacancies at the Parents Group meeting on 25 May.

3.3 Associate Governors

TW reported that the maximum number of staff governors permitted on the LGB was one third of the governors in office. TW had contacted the three staff

governors and proposed that the most recently appointed, Kate Purkis, be re-designated as an Associate Governor. KP agreed with the proposal. LGB members noted that any Associate Governors were not permitted to vote.

RESOLVED: That Kate Purkis be re-designated as an Associate Governor.

4. Minutes of the meeting held on 14 March 2023.

RESOLVED: That the minutes of the meeting held on 14 March 2023 be approved and signed by the Chair as a correct record.

5. Matters arising and actions from previous meeting.

5.1 Action 1: Revert to LGB and advise on the best offer for Governor Safeguarding training.

It was reported that the LA no longer offered Safeguarding training; Sally Metcalfe was researching alternative sources. Governors were asked to read the Safeguarding Policy on The Key and advise TW when they had done so.

5.2 Action 2: Organise a Governors' briefing via Teams on what to expect from an Ofsted inspection.

TW had completed the training with Julie A and Kristy D. As it was not permitted for staff governors to be interviewed by Ofsted, all other Governors could refer to The Key for information on what the types of questions Governors could be asked by Ofsted.

5.3 Action 3: Copy Governor visit report for Reception file.

KW had completed.

6. Finance

6.1 Management Accounts.

Allanna Hoyer referred to the March 2023 management accounts and her written report to Governors. The following points were highlighted:

- Overall, the figures showed a surplus of £20,000 up to March 2023 due to
- additional SEN and self-generated income plus underspending on other
- supplies/services and ICT.
- All backdated pay increases for teaching and support staff had been
- implemented.
- The figures reported were compared with the Version 2 Budget that was approved by the ICAT directors in February 2023.

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

6.2 Budget for 2023/24.

Q: Will there be funding for staff pay awards in 2023/24?

A: No, not that we know of at present.

Q: What about the costs of joining a new Trust?

A: We are working with the DfE regarding the transfer to a new Trust.

The Chair thanked AH for her detailed report and her ongoing work on behalf of the school and its finances.

Allanna Hoyer left the meeting at 4.04pm.

7. Principal's report

SP referred to his written report that had been circulated to Governors prior to the meeting. The following points were highlighted:

- Cumulative attendance for all pupils was close to the national DfE statistic and was comparable to the similar period in pre-pandemic years.
- The school worked collaboratively and persistently with families and agencies to improve attendance.

Q: What are the plans for recruiting staff?

A: We are hoping to advertise this week for two TLR roles and we are considering alternative strategies to attract applications for other roles.

Q: Would you consider speculative applications?

A: Yes, we could do so.

With reference to staff training and CPD activities:

Q: How did you decide on partnering?

A: We allocate partners with care and attention. SP is not part of the allocation.

SP reported on the potential timeline for the school's conversion and transition to the Together Learning Trust (TLT) and the ongoing dialogue with TLT on the budget.

The Chair congratulated the school on having achieved the NAACEMark accreditation.

With reference to the CHS Risk Register:

Q: Are there any further risks to add?

A: Financial security: to be included on the agenda for the next LGB meeting.

The Chair thanked SP for his fascinating and thorough report.

8. Policies for Review by full Governing Body

Governors had reviewed the following policies which were recommended to the LGB:

- Home Learning
- High Medical Needs Support
- Dress Code
- Anti Bullying
- Use of Touch
- Educational Visits

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

9. Governor Training and Governor Visits

TW reported that she had carried out visits with SP, with Allanna Hoyer regarding Finance and with Sally Metcalfe for Safeguarding.

KD and Jayne A had carried out monitoring on AFA and hard-to-reach children and had filed a report.

Governors discussed how Education was linked to other departments at Local Authority level, to the Police in terms of liaison and in the context of both special & mainstream schools.

10. Annual evaluation of a Governing Board's effectiveness

This item was deferred to the next meeting of the LGB.

11. Plan and agree a scheme of work for internal scrutiny

This item was deferred to the next meeting of the LGB.

12. Register of business interests

TW to check format of business interests form with Greg Firth and advise Governors.

13. Any other business

13.1 Update on the Together Learning Trust

This item was dealt with under the Principal's Report (Minute 7 refers).

14. Dates of future meetings and possible agenda items.

RESOLVED: That future meetings of the LGB be held, commencing at 3:30 pm, as follows:

- Tuesday 27 June 2023
- Tuesday 17 October 2023
- Tuesday 5 December 2023
- Tuesday 23 January 2024
- Tuesday 12 March 2024
- Tuesday 7 May 2024
- Tuesday 25 June 2024

15. 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 5.08 pm.

Summary of Actions

Action Number	Action	By Whom
1	Look into Governors For Schools service as a potential source of new Governors.	Til Wright
2	Attend Parents Group meeting on 25 May.	Katrina Whale
3	Ask Sally Metcalfe to mention Governor vacancies at the Parents Group meeting on 25 May.	Til Wright
4	Read the Safeguarding Policy on The Key and advise TW when completed.	Governors
5	Check format of business interests form with Greg Firth and advise Governors.	Til Wright