

THE MAST ACADEMY TRUST

DfE: 4041

Company No: 10357163

**THE LOCAL GOVERNING BODY OF KIRKBURTON MIDDLE SCHOOL**

Minutes of the Local Governing Body meeting held at 7.00 pm at the School on Wednesday, 22 November 2017.

PRESENT

Miss V Green (Chair), Mrs V Barraclough, Ms E Charlesworth, Mr D Greenhalgh, Dr A Harris, Mr G Johnson, Mr J Papworth, Mrs D Sheldon-Wright

In Attendance

Mr G Dawkins (Minute Clerk)

Item	Minute	Action
<b>2911. <u>ELECTION OF CHAIR</u></b>	<p><b>RESOLVED:</b> That nominations will only be accepted from Governors present at the meeting, the Term of Office is to end on 31 January 2019 and in the event of a tie a name would be drawn.</p> <p>Nominations for Chair were taken from the meeting.</p> <p>Ms Victoria Green was nominated by Mrs Sheldon-Wright and seconded by Mr G Johnson.</p> <p>There were no other nominations and Ms Victoria Green was duly elected as Chair.</p> <p><b>RESOLVED:</b> That Ms Victoria Green be elected as Chair for a Term of Office ending on 31 January 2019.</p>	
<b>2912. <u>APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS</u></b>	<p>(i) <u>Confirmation of Protocols on Apologies and Consent to Governor Absence</u></p> <p>The Governing Body re-confirmed their protocols on apologies and consent to absence as follows:</p>	

Item	Minute	Action
<p><b><u>OF INTEREST</u></b></p>	<p>Apologies are to be made either by email, text or phone to the Chair or Head Teacher prior to the meeting with consent considered at the meeting on an individual basis depending on the circumstances.</p> <p>Apologies for absence were received from Mr N Gemmell (consent).</p> <p>(ii) <u>Approval of the Governors Code of Conduct</u></p> <p><b>RESOLVED:</b> That the Model NGA Code of Conduct be adopted and the register be signed by all Governors.</p> <p>(iii) <u>Annual Review of Governance Information</u></p> <p><b>RESOLVED:</b> That:</p> <ul style="list-style-type: none"> <li>• the Academy Trust has published on its website up-to-date details of its governance arrangements in a readily accessible format.</li> <li>• the record on Edubase, now known as “Get Information about Schools,” for all individuals holding the following positions remain up to date <ul style="list-style-type: none"> <li>- member, trustee and local governor</li> <li>- chair of trustees, chair of local governing bodies, accounting officer and chief financial officer, including direct contact details.</li> </ul> </li> <li>• The Academy Trust has a register of relevant business and pecuniary interest of their members, trustees and local governors in the MAT.</li> </ul>	<p><b>All Governors</b></p>
<p><b><u>2913.</u></b> <b><u>NOTIFICATION OF</u></b> <b><u>ITEMS TO BE</u></b> <b><u>BROUGHT UP</u></b> <b><u>UNDER AOB</u></b></p>	<p>The following item was notified to be brought up under Any Other Business:</p> <p>(i) Parent Association Fund Raising</p>	

Item	Minute	Action
<b>2914. <u>REPRESENTATION</u></b>	<p>It was reported that there are vacancies for two Trust Appointed Governors and following the analysis of the skills audit the Chair sent an email to all Governors indicating what skills might be useful as follows:</p> <ul style="list-style-type: none"> <li>• Human Resources</li> <li>• Procurement and Estate Management</li> <li>• Challenging and conflict</li> <li>• SEN</li> </ul> <p>It was suggested that the Ambassador Programme be used which was agreed.</p> <p>The Chair is to put together an application and then post on the Ambassador Programme.</p> <p><b>RESOLVED:</b> That the Chair complete an application to the Ambassador Programme for two Trust Appointed Governors.</p>	<p><b>Chair</b></p>
<b>2915. <u>ELECTION OF VICE-CHAIR</u></b>	<p><b>RESOLVED:</b> That nominations will only be accepted from Governors present at the meeting, the Term of Office is to end on 31 January 2019 and in the event of a tie a name would be drawn.</p> <p>Nominations for Vice-Chair were taken from the meeting.</p> <p>Mr David Greenhalgh was nominated by Ms V Green and seconded by Dr A Harris.</p> <p>There were no other nominations and Mr David Greenhalgh was duly elected as Vice-Chair.</p> <p><b>RESOLVED:</b> That Mr David Greenhalgh be elected as Vice-Chair for a Term of Office ending on 31 January 2019.</p>	
<b>2916. <u>REVIEW OF COMMITTEES</u></b>	<p>(i) <u>Membership</u></p> <p>A review of the previous membership of each committee was undertaken by the Governors.</p>	

Item	Minute	Action
	<p><b>RESOLVED:</b> That the membership of the following committees be adopted:</p> <p><u>Standards &amp; Effectiveness Committee</u></p> <p>Mrs Viv Barraclough Mr Neil Gemmell Ms Victoria Green (Chair) Dr A Harris Mr Gary Johnson Mr John Papworth</p> <p><u>Resources &amp; Finance Committee</u></p> <p>Mr David Greenhalgh Mr Gary Johnson Mrs Donna Sheldon-Wright (Chair)</p> <p><u>Health &amp; Safety</u></p> <p>Mrs Viv Barraclough Miss Emma Charlesworth (Chair) Mr Gary Johnson</p> <p><u>Grounds Management</u></p> <p>Ms Victoria Green (Chair) Mr Gary Johnson</p> <p>The Head Teacher circulated the Sub-Committee Meetings Schedule for 2017/18.</p>	<p><b>Committee</b></p>

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	<p>(ii) <u>Terms of Reference</u></p> <p><b>RESOLVED:</b> That the terms of reference be considered as the first agenda item at the first meeting of each committee.</p>	<b>Chairs/ Clerking Service</b>																										
<b><u>2917. TO APPOINT GOVERNORS WITH SPECIFIC RESPONSIBILITIES</u></b>	<p><b>RESOLVED:</b> That the following Governors be appointed with specific responsibility for:</p> <table><tbody><tr><td>• Special Educational Needs</td><td>Ms V Green</td></tr><tr><td>• Child Protection Governor</td><td>Mrs D Sheldon-Wright</td></tr><tr><td>• Safeguarding Governor</td><td>Mrs D Sheldon-Wright</td></tr><tr><td>• Governor for Looked After Children</td><td>Mrs D Sheldon-Wright</td></tr><tr><td>• Health &amp; Safety Governor</td><td>Mrs E Charlesworth</td></tr><tr><td>• Governor Training Contact &amp; Governor Visits</td><td>Mr J Papworth</td></tr><tr><td>• Numeracy Governor</td><td>Mr N Gemmell</td></tr><tr><td>• Literacy Governor</td><td>Dr A Harris</td></tr><tr><td>• Curriculum Overview Governor</td><td>Mrs V Barraclough</td></tr><tr><td>• Grounds Management Committee representative</td><td>Ms V Green</td></tr><tr><td>• Staff Welfare Governor</td><td>Ms V Green</td></tr><tr><td>• Premium Link</td><td>Mrs D Sheldon-Wright</td></tr><tr><td>• Assessment and Data Governor</td><td>Mr N Gemmell</td></tr></tbody></table>	• Special Educational Needs	Ms V Green	• Child Protection Governor	Mrs D Sheldon-Wright	• Safeguarding Governor	Mrs D Sheldon-Wright	• Governor for Looked After Children	Mrs D Sheldon-Wright	• Health & Safety Governor	Mrs E Charlesworth	• Governor Training Contact & Governor Visits	Mr J Papworth	• Numeracy Governor	Mr N Gemmell	• Literacy Governor	Dr A Harris	• Curriculum Overview Governor	Mrs V Barraclough	• Grounds Management Committee representative	Ms V Green	• Staff Welfare Governor	Ms V Green	• Premium Link	Mrs D Sheldon-Wright	• Assessment and Data Governor	Mr N Gemmell	
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<b><u>2918. CHAIR’S DELEGATED POWERS</u></b>	<p>The Governing Body reviewed the Chair’s delegated powers.</p> <p><b>RESOLVED:</b> That the Chair be granted the following delegated powers:-</p> <p>(i) Change the date of a meeting, for good reason.</p> <p>(ii) Grant retrospective consent to absence in the event that Governor would have become disqualified if the matter had to wait for the next Governing Body meeting.</p>																											

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	(iii) To determine in advance of a meeting whether any items of the Agenda should be deleted from the copy to be made available at the School.	
<b>2919. <u>DELEGATION OF FINANCIAL POWERS TO THE HEAD TEACHER</u></b>	<p><b>RESOLVED:</b> That the Governing Body delegates to the Head Teacher the power to carry out on its behalf the following delegated duties:-</p> <ul style="list-style-type: none"> <li>(i) Planning and conducting the affairs of the school to remain solvent.</li> <li>(ii) Establishing proper financial management arrangements and accounting procedures, which comply with the Local Authority's financial regulations and standing orders, and maintaining a sound system of internal controls.</li> <li>(iii) Ensuring that funding from the LA and any other sources is used only in accordance with the conditions attached to that funding.</li> <li>(iv) Ensuring compliance with the funding agreement and the academy financial handbook.</li> <li>(v) Providing such information as the LA may reasonably require to satisfy the LA that the financial management and organization of the Governing Body are such as to enable it to fulfil the obligations specified for it.</li> </ul> <p><b>RESOLVED:</b> That the Head Teacher's spending limit and budget virement be as per the Scheme of Delegation.</p>	
<b>2920. <u>MINUTES OF THE MEETING HELD ON 26 SEPTEMBER 2017</u></b>	<p><b>RESOLVED:</b> That the minutes of the meeting held on 26 September 2017 be approved and signed by the Chair as a correct record.</p>	<b>Chair</b>

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<b>2921. <u>MATTERS ARISING</u></b>	<p>(i) <u>Representation - Skills Audit Feedback (Minute 2895 (b) refers)</u></p> <p>The Skill Audit feedback has been covered in Minute 2914 – Representation.</p> <p>(ii) <u>Data Presentation – GL Test Data from Shelley College (Minute 2897 (d) refers)</u></p> <p>The Head Teacher reported that the GL Test Data from Shelley College has now been received.</p> <p>Maths has shown a slight increase in the standardised age score from 110.2 to 111.3. Anything above 112 is considered to be above average and it is hard to push above this. All groups made progress but there is no comparative data as previous tests were done at Shelley College and we need GL to release data from Shelley College.</p> <p>English attainment is still good towards the higher end of average at 105.6 but this is a drop on the previous test of 109.1.</p> <p><b>Q.- Do we know why there has been this drop?</b>  <b>A.-</b> No, not yet but Scissett Middle have a similar picture. We don't have previous Yr7 to Yr8 data. We will need to see if there is any pattern when tested again in Yr8 at the end of 2017-18.</p> <p><b>Q.- Do we have copies of the tests?</b>  <b>A.-</b> Yes. The Head Teacher circulated copies of English12 used at the end of Yr7.</p> <p>It is currently a strong picture with entry levels around 100 and then adding value by increasing standardised scores.</p> <p>(iii) <u>Recruitment of Volunteers (Minute 2899(d) refers)</u></p> <p>The Head Teacher has not given this full consideration yet but this also links with the Parents Association item under AOB.</p>	<p>HT</p>

Item	Minute	Action
	<p>(iv) <u>Hadrian's Wall Trip – Risk Assessments (Minute 2901(j) refers)</u></p> <p>The Head Teacher sent out the Risk Assessment for the Hadrian's Wall trip to Governors to check and received some helpful feedback.</p> <p>(v) <u>MAT Update (Minute 2903 refers)</u></p> <p>The Chair reported that the Governor Chairs' meeting was held and training suggestions from Governors were discussed.</p> <p><b>Action:</b> The Chair is to send out to Governors the final list of talks.</p> <p>(vi) <u>Scheme of Delegation (Minute 2905 refers)</u></p> <p>The Head Teacher and the Chair met to discuss staffing which was taken to the MAT's Head Teachers' meeting. No changes are proposed.</p>	<b>Chair</b>
<p><b>2922. <u>SAFEGUARDING AUDIT AND SAFEGUARDING POLICY</u></b></p>	<p>The Head Teacher reported that the Safeguarding Audit had been completed with actions for what we need to do by Steve Barnes, LA Safeguarding Officer.</p> <p>It was noted that the last whole school safeguarding training was in November 2016.</p> <p>The Safeguarding Policy has been informed by the Audit and the policy is on the website.</p> <p><b>Q.- Is there anything else on Safeguarding?</b></p> <p><b>A.-</b> No.</p>	
<p><b>2923. <u>REPORTS FROM COMMITTEES</u></b></p>	<p>(i) <u>Standards &amp; Effectiveness Committee – 8 November 2017</u></p> <p>The minutes of the meeting were circulated and the following items were noted:</p> <ul style="list-style-type: none"> <li>A number of policies were reviewed and were to be published with feedback to be discussed at the next meeting. Any amendments are to be issued as appendices.</li> </ul>	



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	<ul style="list-style-type: none"> <li>• Catch Up7 Statement – on website</li> </ul> <p><b>Q.- What is Catch Up7?</b></p> <p><b>A.-</b> This goes back to when assessment was by levels and children needed to achieve L4 by the end of Yr7 so additional funding was provided. A set sum is provided each year and is applied to children interventions with GL below 90.</p> <ul style="list-style-type: none"> <li>• Pupil Premium Statement – on website</li> <li>• SEND Local Offer and Impact Statement – on website</li> <li>• Scheme of Delegation</li> <li>• Equality, Accessibility and Disability Policy</li> <li>• School Behaviour</li> <li>• Monitoring the Curriculum</li> <li>• Response Marking and Feedback</li> <li>• Spotlight Day Report</li> <li>• Humanities Governor visit, 4 October 2017 – report shared with Governors.</li> </ul> <p>(ii) <u>Health &amp; Safety Committee – 27 September 2017</u></p> <p>The minutes of the meeting were circulated and the following items noted:</p> <ul style="list-style-type: none"> <li>• Minutes of the previous meeting.</li> <li>• Ladders &amp; kick stools have been ordered</li> <li>• Emergency Plan &amp; Lock Down procedures – These have been presented to staff and pupils and practices are to be put in operation.</li> <li>• IOSH Training – The Chair and Head Teacher have been on the training and have created an action plan for H&amp;S in school with programme of implementation.</li> <li>• Staff awareness of duties / responsibilities – training re Slips, Trips &amp; Falls and Working at Heights.</li> <li>• Managing Stress at Work Policy</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Business Continuity Policy – links to Emergency Plan.</li> <li>• Staff have checked classrooms for any issues – LA inspected over Summer and some display boards to be fire protected.</li> <li>• Next meeting 11 December 2017</li> </ul> <p>It was reported that Mrs Barraclough and Mr Carver had a walk around school on 8 November 2017 and identified some minor actions such as goal posts to be taken down.</p> <p>(iii) <u>Resources and Finance Committee – 20 November 2017</u></p> <p>The following items were discussed:</p> <ul style="list-style-type: none"> <li>• 2016/17 End of Year Budget – The actual surplus is £134,000 compared to the forecast of £121,478.</li> <li>• Budget Monitoring Report - gives a five-year view of the school budget which if there is no change there will be an in-year deficit by 2018/19 and a cumulative deficit by 20/21. Going forward there is a need to look at actions to be prepared to mitigate any cash flow / deficits.</li> <li>• Review of staffing costs / developments</li> <li>• Pupil Numbers - on Census Day, 15 October 2017, the school was full and is currently 1 over PAN due to an appeal being upheld.</li> <li>• Devolved Formula Capital – To be used for IT infrastructure.</li> <li>• Premises &amp; Grounds Review - there are tentative plans for future expansions such as a sports hall on the old Turnshaws site with conversion of an existing hall to additional teaching space. Condition Improvement Funding is being considered which might be enhanced with matched funding and could be a focus for the proposed Parents Association.</li> </ul>	

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<b><u>2924. HEAD TEACHER'S REPORT AND GOVERNORS QUESTIONS</u></b>	<p>The Head Teacher circulated his report to the Governors and highlighted the following:</p> <p>(i) <u>Continuous Professional Development</u></p> <p>Growth Mindsets – The focus is moving towards understanding how the brain and learning work and the language used with children which can affect their approach to learning.</p> <p>Y5/Y6 Maths Project – Ms Charlesworth has taken a lead role in developing the planning for this pyramid-wide project and is driving this forward. As in 2016-17 twilight CPD sessions are planned across the year, the first of these was on “Bar Modelling”. Feedback was very positive and attendance was extremely high. Schools are about 2 weeks behind but move on when ready. Support mornings are being held with the First Schools over this week and next week.</p> <p><b>Q.- How do you train?</b>  <b>A.-</b> By showing how teachers can use variation in lessons.</p> <p>Ms Charlesworth has applied to be an accredited Maths Trainer to enhance her effectiveness.</p> <p>All the schools in the pyramid have committed to this initiative and are sharing data.</p> <p>Dr Harris will mention Ms Charlesworth at Huddersfield University.</p> <p>Same Day Interventions – KS1 teachers from the pyramid are going to Diamond Wood tomorrow for training.</p> <p>(ii) <u>Pupil Issues and Safeguarding</u></p> <p>Exclusions – One Yr7 pupil is on a Managed Transfer to Salendine Nook and while behaviour is good poor attendance is putting the transfer at risk.</p>	

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	<p>Pupil Numbers – currently full in all year groups, over-subscribed in Year 7 by one and waiting lists in all year groups.</p> <p>Racist Incidents – there have been 2 instances of racist terms being used by a new Yr6 pupil. Both have been dealt with and parents have been met.</p> <p>(iii) <u>Staffing</u></p> <p>A new Maths Teacher has been appointed who will start in January 2018, the new Business Manager has settled in well as has the Senior Caretaker who has made an immediate impact.</p> <p>Two Lunchtime Supervisors are required despite having been advertised twice.</p> <p><b>Q.- What is happening about the SENDCo?</b>  <b>A. –</b> The SENDCo will be off from mid-December 2017 to late January 2018 with a planned operation.</p> <p>(iv) <u>Premises</u></p> <p>Improvements have been made to James' Area and the School Bungalow to create further teaching and study areas. The LED lighting has made a significant difference to the school and appears to be helping to reduce energy costs already.</p> <p>(v) <u>Parents &amp; Community Cohesion</u></p> <p>A Maths &amp; English Evening for Parents was held on 14 November 2017 which was well received and attended by about 80 parents.</p>	

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	<p>The Shelley Pyramid Community Hub, “The Bridge” held an e-safety evening led by Steve Barnes, Kirklees Safeguarding Officer, for all parents/carers in the pyramid on 8 November 2017. A Healthy Lifestyles Roadshow is being organised for June 2018.</p> <p>The Carol Service is to be held at All Hallows on 13 December 2017 at 7pm.</p> <p>(vi) <u>Attendance</u></p> <p>Attendance for 2016/17 up to and including 21 July 2017 was 96.6% which is above the most recent national and Kirklees averages.</p> <p>Attendance in this academic year 2017/18 is 96.5% to date which is in the top quintile for the country.</p> <p>The Chair thanked the Head Teacher for his report.</p>	
<p><b><u>2925. SCHOOL DEVELOPMENT PLAN</u></b></p>	<p>It was reported that the School Development Plan has been emailed out to all Governors.</p> <p>The four objectives were highlighted:</p> <ul style="list-style-type: none"> <li>(i) To develop and embed a “Growth Mindset” approach to learning and teaching across all aspects of school life.</li> <li>(ii) To accelerate the progress of “focus” groups as follows: <ul style="list-style-type: none"> <li>• FG1 – Narrow the Yr6 gender gap in Maths.</li> <li>• FG2 – Improve the percentage of pupils achieving “Working at Greater Depth” at KS2 Writing from 2017</li> <li>• FG3- Accelerate the progress of Yr7 non-WBRI in English.</li> <li>• FG4- Accelerate the progress of Yr8 non- WBRI in Maths and English.</li> </ul> </li> </ul>	

Item	Minute	Action
	<p>(iii) To improve SATs results in Mathematics at the end of KS2 To 80% Meeting Expectations or better.</p> <p>(iv) To improve <b>communication</b> of assessment and progress data to parents.</p> <p><b>ACTION:</b> Governors were asked to look at the Success Criteria for each objective and feedback any thoughts by email to the Head Teacher by next Friday 1 December 2017.</p>	<b>All Governors</b>
<b>2926. <u>MAT UPDATE</u></b>	<p>(i) <u>Spotlight Day</u></p> <p>The Spotlight Day report was circulated to all Governors giving the findings of the visits to Kirkburton Middle School by the Head Teachers and two Trustees, Dr Andy Williams and Mrs Helen Jones.</p> <p>This was not an Ofsted inspection but was to be supportive, look at strengths, aid Improvement and determine whether judgements made in the School Self-Evaluation against Ofsted categories are accurate.</p> <p>All four areas were judged as Good by the school and the review agreed with those judgements, although the pace of learning in some starter activities and the need to differentiate more in starter activities is an area of Teaching and Learning which could be strengthened. The team felt that the school were “a whisper away” from outstanding in Behaviour, Welfare and Safety.</p> <p><b>Q.- Anything that the school is taking from this?</b>  <b>A.-</b> Yes,</p> <ul style="list-style-type: none"> <li>• Teaching &amp; Learning is a key issue. Lessons need to be pacy to challenge pupils and keep going all though the lessons.</li> <li>• Behaviour, Safety &amp; Well Being very close to Outstanding, presentation of data needs to be more punchy.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Systematic collection of data – Middle Leaders have been in an area of transition over 2 years and agreed with the judgements.</li> </ul> <p>In future the Spotlight may just focus on Teaching &amp; Learning.</p> <p><b>Q.- Is Kirkburton Middle School going to “spotlight” on subjects?</b>  <b>A.-</b> Possibly as this would be very useful.</p> <p><b>Q.- What about the Data and Assessment meeting?</b>  <b>A.-</b> Dr Williams and Mrs Jones’ report is to be brought to the next Governing Body meeting.</p> <p>(ii) <u>Governor Conference</u></p> <p>The Chairs of Governors met two weeks ago to finalise topics.</p> <p><b>ACTION:</b> The Chair is to email the list of topics to all Governors.</p> <p>Invitations have been sent out to the Pyramid schools and to others outside.</p> <p>(iii) <u>Meeting Updates</u></p> <p>The Chair reported that there is a Schedule of Chairs meetings for the year and the Governors’ Handbook is currently on hold.</p> <p>The Chair met with Mr Martyn Jones, Chair of the Trust Board, as a review to see how things are going and if there are any concerns.</p>	<p><b>Chair</b></p>

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	<p><b>Q.- How quickly should we expand?</b>  <b>A.-</b> Need to look at Teaching &amp; Learning before looking at expanding.</p> <p>The Chair has also met with all the Head Teachers and the question was asked:</p> <p><b>Q.- Are you where you expected to be?</b>  <b>A.-</b> Not really, as all takes longer.  It was agreed that we do not have enough resource at the centre to do everything we need to do and be able to expand. The 2.5% top slice may need to be increased to be able to bring in more support.</p> <p><b>Q.- Are there any proposals to meet all together with Governors, Trustees, etc?</b>  <b>A.-</b> It would be a good idea to get more community cohesion and bring the community to the fore.</p> <p>(iv) <u>Risk Register</u></p> <p>The Head Teacher presented to Governors the Risk Register which shows all the risks that might impact on the working of the Trust. Each Head Teacher has an area to focus upon.</p> <p>There needs to be an accurate and comprehensive Single Central Record in order not to fail Ofsted.</p> <p>The Risk Register has been RAG'd in order to prioritise and identifies the Risks, Controls and Actions.</p> <p>The intention is to focus on the top priorities such as Coasting Schools, Lack of Control of Funding and Succession Planning.</p>	



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	<p>The Risk Register is used in the MAT Head Teachers meetings and is for Governors information.</p>	
<p><b><u>2927. PYRAMID DEVELOPMENT PLAN</u></b></p>	<p>As reported under the Head Teachers Report, Minute 2924, Maths Mastery is being driven across the Pyramid by Ms Charlesworth</p> <p>Writing moderation meetings are continuing across the Pyramid and have been restructured to be more business like with key people leading them, English Heads in 3 moderation groups, which is making a difference.</p> <p>The Community Hub, The Bridge, has moved forward with an e-Safety community event and a Healthy Lifestyle Roadshow is planned for June 2018. The aim of the Hub is to identify families that need help, early intervention and access to professionals. Unfortunately there is a lack of funding which is hampering the process.</p>	
<p><b><u>2928. SCHEME OF DELEGATION</u></b></p>	<p>The Scheme of Delegation sets out the roles and responsibilities for schools, Local Governing Bodies and Trust.</p> <p>The following changes were reported:</p> <ul style="list-style-type: none"> <li>• Finance 1.1-1.32 which set out the delegated finance levels relating to authorising body and size of school. 1.7B covers both Middle schools and gives the following expenditure levels – Head Teacher – up to £5k <ul style="list-style-type: none"> <li>- Local Governing Body £5-30k</li> <li>- Trust - £30k +</li> </ul> </li> </ul> <p>When the MAT grows these levels will need to be reviewed dependant on the type and size of school that joins.</p>	

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	<ul style="list-style-type: none"> <li>Assets 2.1-2.7 – Guided by Academy Handbook and fixed by Government Documentation. Any disposal of assets has to be put to the EFA.</li> </ul>	
<b>2929. <u>CONSULTATION ON ADMISSION ARRANGEMENTS FOR 2019/20</u></b>	<p><b>RESOLVED:</b> That the PAN remains unchanged at 167.</p> <p>It was noted that there is a bulge year coming through and the LA have advised not to change the PAN but to work with the LA regarding a temporary uplift next year when applications are known in January.</p>	
<b>2930. <u>POLICIES FOR REVIEW BY FULL GOVERNING BODY</u></b>	<p><u>Whistleblowing Policy</u></p> <p>The Whistleblowing Policy was circulated to all Governors. This is a MAT wide policy and is similar to that previously adopted. It is noted that this policy has been reviewed and approved by the full Governing Body.</p> <p><b>RESOLVED:</b> That the Whistleblowing Policy be approved.</p> <p>The Head Teacher reported that the Whistleblowing Policy is displayed in the staffroom and all staff have signed up to it.</p>	
<b>2931. <u>GOVERNOR TRAINING AND GOVERNOR VISITS</u></b>	<p>Mrs Barraclough presented her Humanities Governor Visit Report for her visit on 4 October 2017 when she met Mr Bennett for Geography, Mrs James for History and Mr Parker for RE. The visit was very interesting and all were enthusiastic. A 2-week timetable has been suggested for humanities to achieve a better balance in Yr7/8.</p> <p><b>Q.- Are we looking at the curriculum at first school?</b>  <b>A.-</b> Yes, we do review what is being covered in Yr5 so there is no duplication in Yrs6,7&amp;8.</p> <p>The Chair has been on the Effective Governor Visit training and will feedback to Governors.</p> <p>The Chair also attended the New Parents Evening (Showcase Evening) which was very good and a lovely introduction to the new school. Feedback from parents and visitors was good.</p>	<p><b>Chair</b></p>

Item	Minute	Action
<b>2932. <u>ANY OTHER BUSINESS</u></b>	<p>(i) <u>Parent Association Fund Raising</u></p> <p>Mrs Sheldon-Wright reported that she had put forward the proposal for a Parents Association for fund raising at the Resources and Finance Committee meeting and it was suggested that it should be considered at the full Governing Body.</p> <p>It is proposed to form a Parents group to raise funds to support such things as the Condition Improvement Grant to build a Sports Hall and provide additional Community and Teaching facilities. Any funds raised can be used to Match Fund in any such bids as this points to the bid process. It is about contact and approaches to parents at the right point and doesn't have to be big.</p> <p><b>RESOLVED:</b> That the principal of a Parents Association be approved and Mrs Sheldon-Wright meet with the Head Teacher to agree the way forward.</p>	<p><b>Mrs Sheldon-Wright / Head Teacher</b></p>
<b>2933. <u>DATE OF NEXT MEETING AND POSSIBLE AGENDA ITEMS.</u></b>	<p><b>RESOLVED:</b> That future meetings of the Local Governing Body are to be held at the school at 7.00pm on:</p> <ul style="list-style-type: none"> <li>• Thursday, 25 January 2018</li> <li>• Monday, 19 March 2018</li> <li>• Tuesday, 8 May 2018</li> <li>• Wednesday, 4 July 2018</li> </ul>	
<b>2934. <u>AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY</u></b>	<p><b>RESOLVED:</b> That no part of the minutes be excluded from the copy to be made available at the School.</p>	

The Chair closed the meeting at 9.15pm