

ANSON CE PRIMARY SCHOOL**Minutes of the Local Governing Board Virtual Summer Meeting
Wednesday 10th May 2023 at 17:00**

Clerk – Mrs Julie Fenton (JF)

1. Welcome and Introduction

The Chair welcomed those present.

2. Prayer

The prayer was led by the Chair of Governors AF.

3. Attendance

Mrs A Burns (Director)(AB), Miss N Jarrett (NJ),

Mrs A Freeman (AF), Mr A Broome (AB), Mrs B Brookes (BB), Mrs E Faragher, (EF), Emily Harris (EH), Mrs Sc Cole (Trust Finance Director).

4. Apologies

Apologies were received and accepted from Ms L Kinvig (LK).

5. Terms of Reference

The Terms of Reference confirms that approximately half of the committee should be Foundation Governors. Both Foundation Governors were reminded of the need to submit nomination forms to the Parochial Church Council should they wish to be considered for re-election.

6. Confidentiality

All were reminded that discussions that take place during a board meeting remain confidential, in line with the code of conduct, to that meeting.

The board is requested to identify any items on this agenda which it requires to be recorded as confidential matters.

7. Minutes of the Previous Meetings

Anson Local Governor Committee Meeting Minutes 08.02.23

Anson Local Governor Committee Confidential Meeting Minutes 08.02.23

Local Governor Committee Notes 19.4.23

Local Governor Committee Confidential Notes 19.04.23

It was confirmed that the minutes of the above meetings were a true and accurate account.

8. Matters Arising from Previous Meeting.

None

9. Declaration of Interest

Governors were reminded of the requirement for them to update the register / personal interests annually or if there are any changes in circumstances. - There were no declarations made at this meeting.

10. Declaration of Interest Business and Pecuniary including related Party Transactions.

None declared.

12 Strong Governance Review

Governors were reminded to ensure that the Trust skills audit had been completed and returned to Jacqui Bowman for review.

13. Reports

a) Link Governor Reports

Peer Review Notes 01.03.23

Governors received and reviewed the Peer Review Notes received from Mrs Emma Bowring.

Link Governor Report SEND 06.03.23

Link Governor Report SEND 15.03.23

EF summarised both reports to the committee; strengths had been evident through the knowledge and management of SEND by the designated SENDCo. To ensure greater understanding EF had drafted questions to be raised during the next review.

b) CEO's Report April 23

Governors had received the CEO Report prior to the meeting. Questions were invited in regards to the report.

AB asked for clarification as to the level of collaboration with the MAT. NJ said that there had been numerous opportunities which include The Manchester Camerata, Green Power, Residentials, National Space Centre visit and Swimming. Sporting opportunities had not been always possible as Anson had no mini bus driver, this would be resolved in September following the appointment of Mr Davies. Collaborative training had also taken place with the whole trust Health and Safety Training in August. Teachers and Support Staff continue to attend collaborative meetings to share best practice. Senior Leaders meet regularly and Admin Staff termly.

AB asked how it would be perceived if the trust hired a hotel for training again this year in light of the deficit budget. ABu declared a pecuniary interest and confirmed that she owned the hotel concerned. She informed governors that Directors were unable to make any profit from the trust and the letting was offered at cost. ABu agreed to take this query to the Directors meeting for consideration.

The Clerk reminded Governors of the need to raise questions in relation to reports at least 24 hours before the meeting in order that they may be itemised on the agenda.

c) Headteacher's Report

Governors had received the Headteacher's Report prior to the meeting. NJ invited questions in relation to the report.

The Chair congratulated the school on successfully passing the Quality Mark Interim Review. NJ confirmed this external review focussed upon English and mathematics and overall standards within the school. The report identified the strengths of teaching and learning across the school and the provision for children with additional needs. Progress and attainment of all pupils was celebrated

Discussion took place about the new procedures for reporting accidents and incidents and the benefits of the improved accuracy of evaluation and investigation.

A governor commented on the Attainment Data and was pleased that strategies put in place had made positive improvements. NJ reported that the school had been visited by Walsall Authority during SAT's to inspect the required procedures to ensure legal requirements and fairness. The inspector observed the storage of papers, routines and record keeping and was extremely complementary about the way the school had a belt and braces procedure in place. There are 13 children in Year 6, 2 with EHC status.

d) Dfe Benchmarking Report Card 20-21

Governors received and considered the Dfe Benchmarking Report Card 20-21.

15. Safeguarding

Refer to the Headteacher's Report.

16 Curriculum and Standards, Attendance etc

Current Attendance was reported as 96%, persistent absence had been reduced this half-term. It was agreed that BB would be the Link Governor for Attendance and Prevent.

17. Admission and Pupil Overview

It was confirmed that there were currently 102 pupils on roll (PAN 105).

There is currently 1 place available in Year 1, Year 3 is over PAN by 1 due to a multiple birth approved admission, 1 place available in Year 5 and 2 places available in Year 6. It was agreed that it was important to ensure full capacity is reached by September.

18. Finance

Governors welcomed Mrs S Cole who presented financial accounts up to P7. She confirmed that Anson would be approximately £24,000 in deficit at the end of the year. This was mainly due to staff pay awards being much higher than previously predicted and extreme energy cost increases. Further areas of the accounts were discussed including SEN, the tree house expenditure, school visits and the trust commitment to updating the website. SC explained how the accounts showed monthly commitments and how this progressed throughout the financial year.

A governor asked about Anson reserves and what the reserves of the other schools looked like. The director reminded governors that reserves should be considered as 'one pot'. SC confirmed that most schools were in a similar position to Anson this year.

The Chair asked if the trust were concerned about the deficit being evident in the DFE Benchmarking Report. SC confirmed that there were valid reasons for any deficits and nothing had been flagged as a concern. There were no major issues.

A governor asked if there was any support from the DFE or Government for the cost of living increases. SC confirmed that a small supplementary grant had been received and had been built into the GAG (General Annual Grant). SC confirmed that Gas was predicted to increase by a further 20% next year, whilst electricity would potentially reduce by around 30%. The cost of producing school meals had increased significantly with food prices escalating, wage and energy costs increasing. The cost to parents will increase from September and this increase will be set by the Trust Board.

Governors thanked Mrs Cole for her attendance. She left the meeting at 5.30 p.m.

19. HR and Recruitment

To ensure continuity planning and safeguarding in leadership, Mr Joe Davies had been appointed as Deputy Headteacher for Anson from September with the MAT supporting additional costs by £5,000.

The complexities of ensuring equitable HR practice across the trust was discussed. Difficult conversations for some staff had taken place and support for those whose contracts were not being renewed is ongoing.

20. Estates and Health and Safety

Governors had received the official report from Elite for Inspection 3 undertaken in March. This had been reported in a previous meeting.

The Accident Analysis - refer to Headteacher's Report.

JF reported that there had been no major accidents or incidents to report since the last meeting.

Planned works for the roof repairs remained on hold until the outcome of the CIF bid had been received.

21. Risk Register

22. GDPR

Governors received the report for the Data Protection Walk undertaken by Jaqui Bowman in March. There were no concerns raised within the report.

23. Policies

Governors had received and accepted the Environmental Policy and DDA Policy for review. No comments or questions had been raised.

24. Governor Training Needs

Refer to Headteacher's Report

25. Christian Distinctiveness

Refer to Headteacher's Report.

26. School Matters - AOB

Following extensive communications between Precious Peeps and the CEO, Precious Peeps had decided that they would not require the use of the school premises to continue their provision of childcare.

A preliminary survey of the need to see if a school-led provision would be viable has been encouraging. 15 parents had returned positive responses. Similar provision in the other schools within the trust continues to provide quality care and be profitable so it is intended to explore this further for Anson.

Consideration is being given to this provision being Teaching Assistant led. Maybe by staff who potentially would not have their contracts renewed in September. The wraparound care would be in the dining hall.

NJ said that she had been passionate about providing after school clubs for children free of charge since covid to ensure that children received as many opportunities as possible to compensate for those missed during the pandemic. From September this cannot continue and a small charge will be made for each after school club attended.

27. Reflection

Better awareness as to how the Trust was developing in supporting continuity.

Welcomed the forthcoming cycle of monitoring and clarification of expectations for Link Governor Reviews.

Achieved a greater understanding of the impact of inflated energy and pay award costs on the budget and potential consequences.

Understanding of the need to submit questions relating to the agenda and supporting reports prior to the meeting

28. Information / Questions to Board of Directors

The perception of the whole trust training sessions and the related costs in view of the current budgetary restraints.

29. Confidentiality (Part 2 of minutes)

There will be no items from this agenda recorded as confidential.

30. Date and time of future meeting.

It was confirmed that the next interim meeting will take place on Wednesday 5th July at 5.00p.m.

Signed 

Date 20.9.23

Chair of Governors