

ANSON CE PRIMARY SCHOOL

Minutes of the Local Governing Board Virtual Autumn Meeting Wednesday 9th October 2024 at 17:00

Clerk – Mrs Julie Fenton (JF)

1. Welcome and Introduction

The Chair welcomed those present to the meeting.

2. Prayer

The prayer was led by the AF

3. Attendance

Miss N Jarrett (NJ), Mrs A Freeman (AF), Mr A Broome (AB), Mrs E Faragher, (EF), Mr A Illsley (AI).

4. Apologies

Apologies were received from Mrs C Gethin, Mrs A Burns, Ms E Taylor

The clerk confirmed the meeting was quorate.

5. Membership

The nomination of Chair and Vice Chair of the Local Governing Body is deferred until the next meeting.

It was agreed that following the resignation of EH that EF will become a member of the Appeals Committee.

6. Confidentiality

All were reminded that discussions that take place during this board meeting remain confidential, in line with the code of conduct, to this meeting. Governors were reminded that confidential minutes are recorded on coloured paper to enable clear identification.

The board was requested to identify any items on this agenda which it requires to be recorded as confidential matters. No items were identified for this agenda.

7. Minutes of the Previous Meeting - Summer Term 02.10.24

AB asked that thanks be passed to JD for the success of the Y6 SAT results. NJ said that this was a collective achievement for all staff involved with the pupils learning from Reception to Y6.

With this amendment, it was confirmed that the minutes of the above meetings were a true and accurate account.

8. Matters Arising from Previous Meeting.

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.

11 Code of Conduct

Governors are reminded to review the Code of Conduct.

12. Strong Governance - JB

13. Reports

a)CEO Report

AB asked if there had been any update in regards to the consultation of Inset Days. NJ said this was ongoing and findings would be reported at the earliest opportunity.

b)Headteacher Report

Questions had been received from AF, AB and EF in regards to the Headteachers report. These had been answered and all governors had received responses prior to the meeting and were available to view in the Autumn Term folder.

NJ requested that all questions are received from governors at least 48 hours before the meeting to afford a concise response. The volume of questions was a challenge to address within 24 hours.

NJ reported that there would be a SIAMS Inspection this year with 7 days notice. It would be a rigorous 1 day inspection. The school was being supported by the diocese and continuing to strengthen areas identified in recent surveys, it was deemed to be well on track for a successful inspection.

Challenge was made in regards to pupil data and the progress of some pupils, NJ said that the sudden departure of a teacher, use of supply and an unqualified teacher had made an impact. Internal work, interventions and stability should show the matrix improve year on year. Any gaps will be addressed with a thorough coverage in subjects.

Robust discussion took place in regards to the needed roof repairs and deterioration of the internal condition of the building caused by water damage. Governors requested greater feed-back and detail of the CIF bid be requested for their consideration.

The success of the Extra Curricular clubs was discussed, staff currently offered their time voluntarily which afforded the opportunity to generate an income for the school which would help generate a small contingency within the budget.

AB asked if the PAN (Pupil Admission Number) required changing this year. It was confirmed that the PAN is set at 15 per year which is agreed as the appropriate capacity of the school. Class size pledge for infants remains. There is opportunity to fill vacant places providing full needs may be met for individual applicants. Waiting lists have been reviewed and individuals contacted.

15. Safeguarding

Safeguarding training for governors was discussed. All were reminded to complete the required training as detailed in the August Inset document issued by the CEO. Certificates of completion should be shared with the Business Operations Manager.

NJ reported that there had been an additional referral to First Response regarding a disclosure of a situation outside of school. This had been considered by ESAS (Education Safeguarding Advisory Service) and there was no case to answer.

16. Curriculum, Standards and Attendance

Attendance was significantly above the national average, rigorous and extensive monitoring ensured a clear insight into individual pupil trends and identified needs for support and action. NJ said that she found the Attendance Policy challenging as the government guidelines were very limiting for permitted absence, particularly in regards to illness. The school remained resolute in considering individual children who face particular challenges.

17. Admissions and Pupil Overview

See Headteacher report

18. Finance

Governors had received Management Accounts up to Period 11 for their consideration. It was agreed to ask for a more detailed breakdown of income as this was difficult to identify in the reports.

AI agreed to provide dates of availability so that a meeting may be arranged with the Finance Officer to discuss funding streams and SEND income timelines.

It was also agreed to invite the Finance Officer to attend the Spring Term meeting.

19. HR and Recruitment

See Headteacher Report

20. Estates and Health and Safety

See Headteacher Report

21. Risk Register

See Headteacher Report

22. GDPR

See Headteacher Report

23. Policy Review

Governors had received policies for review on 09.10.24 with no time to review prior to the meeting. Any comments or recommendations should be sent directly to the Central Team prior to the Directors meeting scheduled for 18.10.24.

24. Governor Training Needs

See Headteacher Report

25. Christian Distinctiveness

AB said that whilst many positive responses had been received in the Worship Survey there were a few that were not so positive and asked how this would be addressed. NJ said that there seemed to be a lack of awareness for some parents as to what the children experience in this area. To embed clarity, she intended to detail more fully the worship provision for each half term and share this with parents.

26. School Items

NJ informed parents that she had been approached by a parent to fund an assessment of a pupil at a significant cost to the school. Extensive and robust discussion took place in regards to the potential benefit. It was agreed that this request should be declined as appropriate support was already in place.

EF requested that the Amazon Wish List be sent to parents at the earliest opportunity.

NJ confirmed that the choir would sing at the Memorial Hall coffee morning with a date to be confirmed.

Governors requested that the Spring Term Meeting be face to face on 22.01.25.

27. Reflection - What We Achieved.

- Clear understanding of Link Governor roles and responsibilities following review.
- Clear and concise supporting documents received.
- Pleased with efforts made to reduce the budget deficit.

28. Information / Questions for Board of Directors

- Share details of Trust Bid re Anson Roof, rationale for decline and next steps.

29. Confidentiality (Part 2 of Minutes)

There are no items to be detailed as Part 2 of minutes from this meeting.

30. Date and Time of Next Meeting

The Spring Term Meeting will be held on 22.01.25 at 5.00 p.m. in Anson School.

There being no further business, the meeting closed at 18.54

Signed



Chair of Governors

Date ...22.1.25...