

## ANSON CE PRIMARY SCHOOL

### Minutes of the Local Governing Board Virtual Summer Meeting Wednesday 24th April 2024 at 17:00

**Clerk** – Mrs Julie Fenton (JF)

#### **1. Welcome and Introduction**

The Chair welcomed those present in particular Anton Illsley and Emily Taylor who were attending their first LGC meeting.

#### **2. Prayer**

The prayer was led by the AF

#### **3. Attendance**

Mrs C Gethin (CEO (CG), Mrs A Burns (Director)(AB), Miss N Jarrett (NJ),

Mrs A Freeman (AF), Mr A Broome (AB), Mrs E Faragher, (EF), Emily Harris (EH), Mr J Davies (JD), Mr A Illsley (AI), Ms E Taylor (ET).

#### **4. Apologies**

All governors were present. The clerk confirmed the meeting was quorate.

#### **5. Membership**

Changes to the Local Governor Committee membership include the appointments of Emily Taylor and Anton Illsley as Foundation Governors by the Diocese.

#### **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.

AB asked where minutes were shared in the public domain, JF confirmed that they were in the Governance section on the school website.

The board was requested to identify any items on this agenda which it requires to be recorded as confidential matters. Item 15 - Safeguarding and Item 22 will be recorded as confidential minutes.

#### **7. Minutes of the Previous Meeting - Spring Term 17.01.24**

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

#### **8. Matters Arising from Previous Meeting.**

Item 18 - EF to source grants from local businesses.

EF confirmed that this was ongoing. - **Action 1**

Item 20 - AB to arrange Health and Safety Walk - Action complete.

### **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 abide by the Code of Conduct.

### **12. Strong Governance Checks**

CEO thanked governors for their evaluation, this would enable schools to work together in the future with identified targets.

### **13. Reports**

#### **a) Chair of Local Governing Committee / Vice-Chair of Local Governing Committee**

There were no actions taken on behalf of the Local Governing Committee taken by either the Chair or Vice-Chair since the last meeting to report.

#### **b) Nominated Link Governor Reports received**

CEO Peer Review Jan 24

Governor Science Review 31.01.24

Governors received and accepted the above reports.

#### **c) CEO's Report Spring 24**

CG said that she was delighted to confirm that The Howard had been deemed **Good** with **Outstanding** features by Ofsted. This was inline with the other schools within the MAT. National Data was extremely good showing that the Trust was 8th in the Country for Reading and 2nd in the Country for both Writing and Maths. TSSMAT was in the top 16 of all Multi Academy Trusts in the Country.

CG updated governors on the progress of the Business Case which had been in development for some months prior to publication. Consultation with parents surrounding the change of school day times was discussed and the potential impact on learning. Anson parents had returned the least amount of consultation responses across the trust.

Evaluation of the responses had taken place with a comprehensive Question and Answer document including more in depth financial information prepared for distribution on 25.04.24.

NJ asked if governors had been approached by parents with any questions or comments in relation to the consultation. No negative comments had been received.

A meeting is planned for The Board of Directors on Monday 29th April.

CG said that the impact on some staff at Anson with historic Local Authority contracts is significant. Union representation has been made and the trust awaits a response following a meeting held on 23.04.24.

AF asked in terms of Local Governor involvement, what was expected. CG said that once governors had read the Questions and Answers document, a consistent message to any further questions raised by parents is advisable to ensure clarity.

AI asked if pupils would be expected to do more work at home to negate the time lost in school. It was confirmed that they would not. Pupils were returning to school hours in line with local schools.

NJ explained in detail the significant impact of contractual changes for three members of staff and the impact of this in terms of approximately 25% less income and a working week change from 32.5 to 37 hours per week which also impacts upon the hourly rate. Moving forward, once the changes have been embedded it would mean that contracts across the trust were more equitable.

AI asked about succession planning in view of the potential risk of losing three members of staff. NJ confirmed that an apprentice had been appointed to develop strength in KS2 and also other staff were interested in increasing hours and responsibilities should the need arise.

CG confirmed that again the trust had been unsuccessful in securing a CIF bid for Anson roof. She intends to appeal directly to the Secretary of State, Gillian Keegan - **Action 2**.

Governors thanked the CEO for her report and update. CG left the meeting at 5.40 p.m.

#### **d) Headteacher's Report.**

Governors had received the report prior to the meeting, responses to questions raised had also been received prior to this meeting.

EH challenged the writing data, Y5, Y2 and Y1 is a little low. NJ confirmed that there were 2 children in Y1 with EHC, 1 child with EHC in Y2 and a further 2 children with SEN. There were 5 children who did not meet the standard in Y5, all SEN. Interventions, tutoring, 1:1 and reciprocal reading had been put in place to support this.

AB asked if the leaving of another Class 2 teacher was a National picture. NJ confirmed it was not, it was a case of a number of different circumstances beyond the schools control. Anson looked forward to welcoming Ms Racham, an NQT who had undertaken three years training, she had already worked with Y1 and Y2 and had been mentored by Lyndsey Derry. This had been a positive appointment at such short notice.

ABu arrived 5.35p.m.

EF asked about the plan for teacher and teaching assistant allocation from September.

NJ said that teachers had been assigned classes, Mrs Duffy's plans are yet to be confirmed. In the interim Mrs Walmsley had made a very positive impact, the children loved her and parental feedback had been good. Teaching assistants are yet to be assigned to classes for September. Mrs Vivash had informed children yesterday that she is expecting twins.

EF asked about the process for chasing payments for the care club. Challenges for parents for booking and paying for clubs on ParentPay were discussed. AB said in the current financial climate this should be a priority.

Governors were assured that this operational issue was already in the process of being addressed.

NJ shared feedback regarding the peer reviews held on 23.04.24, Jon Wynne had reviewed Science and the CEO had undertaken a light touch review. Feedback was very positive, the focus for Y6 was SART's and the pupil voice was deemed fantastic.

AB asked in terms of recalling learning and Ofsted recommendations, how this was progressing. NJ confirmed that the pupil voice was well on track. JD said that since Ofsted teachers had now had time to embed the curriculum, AF said that she had shadowed Mr Wynn and pupil knowledge had shown improvements.

It was confirmed that SAT's would be undertaken as detailed below:

- 13.05.24 Grammar and Spelling
- 14.05.24 Reading
- 15.04.24 Arithmetic and Reasoning
- 16.05.24 Reasoning and Maths

## **15. Safeguarding**

See Confidential Minutes

## **16 Curriculum and Standards, Attendance etc - refer to Headteacher's Report.**

## **17. Admission and Pupil Overview**

It was confirmed that there were currently 100 pupils on roll (PAN 105). Current vacancies in Reception and Y1.

15 pupils have been allocated to Anson school for Reception 2024 by the Local Authority. 2 Appeals have been received to date. Discussion took place surrounding the potential of increasing the number of admissions to Reception up to 18 for 2024/2025 only. The impact of future years and Class sizes was debated.

**Action3 - Governors to consider the impact of increasing the admission number to 18 for September 2024 only and to email the office with preferences by no later than Friday 26th April.**

## **18. Finance**

Governors had received P6 Accounts with the Finance Officer narrative. AI asked what was included in other income. JF confirmed that this could be donations from PTFA, grants etc, anything other than was in the delegated budget. AI suggested looking at historical trends to identify increasing funding streams.

**19. HR and Recruitment** - see Headteacher's Report.

## **20. Estates and Health and Safety**

There had been no major accidents or incidents to report since the last meeting.

Tree management and monitoring is ongoing.

Governors had received and accepted the Elite Health and Safety Inspection 3 Report and Elite Asbest Management for Schools document.

**21. Risk Register - Defer to next meeting.**

**22. GDPR** see confidential minutes

## **23. Policies**

No comments received.

## **24. Governor Training Needs**

Action - AI and ET to liaise with NJ regarding Governor Training.

## **25. Christian Distinctiveness**

Positive review by Trust Lead Lyndsey Derry with recommendations to explore other faiths in greater depth. Curriculum change will be introduced in September 2024.

Reverend Neil undertakes Worship each Wednesday in school, children are really enjoying this and are getting to know him. Feedback has been positive. It is hoped to deliver these Worship Assemblies in Church from September 24.

## **26. School Matters**

EH asked if school had been contacted regarding Y6 Leaver Hoodies, JF confirmed that in recent years this had been managed by parents. No further matters were raised.

## **27. Reflection**

- Positive meeting
- Confident the Increase in committee members will have a positive impact.

ABu said there was lots of information to digest within the Questions and Answers document. AF confirmed that she was meeting with the Directors on 14th May to represent Anson views. It was agreed to hold an Interim Meeting on Wednesday 8th May to discuss the Questions and Answers document prior to AF attending the meeting.

**28. Information / Questions to Board of Directors**

None

**29. Confidentiality (Part 2 of minutes)**

Item 15 and Item 22 from this agenda will be recorded as confidential minutes

**30. Date and time of future meeting.**

It was confirmed that the next interim meeting will be on Wednesday 8th May at 5.00 p.m.(Virtual)

**There being no further business, the meeting closed at 19:03**

Signed  .....  
Chair of Governors

Date 4.10.24.....