



had been personalised to The Lanes.

He asked if governors had any questions or issues – there were none.

The meeting **formally approved this policy.**

**GB/05/20 Agreement to defer other business to a later meeting**

The chair stated that this had been done, following discussion with the headteacher, bearing in mind the current ever-changing coronavirus situation.

He suggested holding a further meeting in the near future, once the picture became more clear.

**A governor challenged** this stating that he believed that governance should continue as normal.

The meeting discussed this at some length before agreeing that there is nothing normal about the situation.

The school currently has no idea how many children are/will be affected, which ones, which age, etc.

The meeting agreed that governors need to be wary not to cancel everything, there is a need for a balance. Once everything is in place there could be a return to relative normality.

Currently, perhaps there is a need for shorter/ more frequent meetings.

The meeting formally agreed to this, with more information coming from the government on a daily/hourly basis.

**Governors were asked** to email the headteacher with any questions relating to the **Headteacher's Report.**

**GB/06/20 Approval of minutes of autumn term meeting**

The minutes of the autumn term meeting held on 13 November 2019 having been previously circulated were confirmed and signed by the chair.

*Review of actions*

*GB/09/19 – GB/25/19 Complaints Policy* – this to be dealt with at the next meeting of FPP committee. **FPP**

*GB/33/19 Buy-back of LA training package* – the meeting formally agreed that they would continue to do this.

All other actions had been completed or were on tonight's agenda.

**GB/07/20 Approval of**

- *School Fund Accounts from last FGB*

This had been uploaded onto governorhub and was **formally approved** by the meeting.

- *School budget*

The chair informed the meeting that a provisional 2020/21 had been set with the assistance of Mrs V Lievesly, school finance officer.

Currently, this has a surplus of £273k. However, work is ongoing with a further meeting planned with the chair, headteacher and Finance Officer on 6 May 2020 to finalise the budget.

The **meeting formally approved** the current provisional budget, with an understanding that minor changes may be made.

The clerk reminded the meeting that the final budget should also be formally approved, retrospectively, at their next planned FGB meeting on 2 June 2020.

- *Schools Financial Value Standard (SFVS) for 2020-2021*

The chair gave detail of the new, revised format of this, which had been uploaded onto governorhub.

The new format is more detailed, requiring ratings against thresholds. Most judgements were satisfactory or above.

The form was **formally approved** for submission to the LA.

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- *Year-end re-forecast 2019/20*

A spring term budget report, prepared by Mrs Lievesly, had been uploaded onto governorhub.

This predicted a surplus of £250k – 11.2% for 2019/20.

- *Services for Schools*

Again, details of this had been uploaded onto governorhub, with little change from the previous year.

Following discussion, **this was formally** approved by the meeting.

**GB/08/20 Confirm arrangements to review Child Protection and Safeguarding recording and reporting systems**

The chair and the vice-chair had met with the headteacher to ensure that all systems are in place and correctly monitored.

**GB/09/20 Covid-19 virus**

The headteacher gave detail of action taken to date and planned future action.

The school had done everything possible to try and maintain a calm atmosphere and had been praised by a number of parents for their actions.

Parents are to be informed the next day of planned actions including how children can continue to learn at home – activity books, use of school website, etc.

A list of vulnerable children to be drawn up, along with a list of children with “key workers” as parents.

The school will liaise with NCC catering and cleaning staff to ascertain what

measures need to be undertaken.

The school will also need to liaise with the before/after school group.

A rota of staff volunteers is to be drawn up.

A Family of Schools meeting is to take place of Friday morning to discuss a unified approach.

**Governors asked** how many staff and pupils are currently absent from school?

110 children

5 staff.

**Governors asked** how they could be of assistance?

The headteacher thanked them and assured them that they would be kept informed of all decisions made.

**Governors thanked** the headteacher and staff for the manner in which they had dealt with this unprecedented matter to date.

**GB/10/20 Information from the Corporate Director for consideration and action**

- *Relationships, Sex and Health Education (RSHE): Preparing for September 2020*

Governors took note of the actions contained in the report.

The clerk encouraged school membership of the PSHE Association.

**GB/11/20 General Data Protection Regulations**

There have been no reportable incidents since the previous FGB meeting.

**GB/12/20 Staffing**

**Confidential item, see separate sheet.**

**GB/13/20 Confirmation of dates for 2020 - 2021**

The governing body

**agreed**

Summer term – Tuesday 2 June 2020, at 6.00pm

Autumn term 2020 – Wednesday 11 November 2020 at 6.00pm

Spring term 2021 – Wednesday 17 March 2021 at 6.00pm

Summer term 2021 – Wednesday 9 June 2021 at 6.00pm

**GB/14/20 Determination of confidentiality of business**

It was

**resolved**

that the governing body membership list and confidential sections of minutes be deemed confidential but that all other papers and reports be made available as

required.

**The meeting closed at 6.45pm.**

Signed ..... (chair) Date .....

# MINUTES OF MEETING



**Nottinghamshire  
County Council**

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**School:** The Lanes Primary  
**Meeting title:** Spring term meeting of the governing body  
**Date and time:** Wednesday 18 March 2020 at 6.00pm  
**Location:** At the school

## Confidential item(s)

**GB/12/20 Staffing**

**Action**

The headteacher informed the meeting of the retirement of Mrs Ward, class teacher working part time.

Mrs Caldwell has been filling another post on a temporary basis as appointed by FPP following an interview.

The meeting agreed to her appointment on a permanent basis from September.

**Governors enquired** about the consequent appointment of Mr C Cudworth, also on a temporary contract.

The situation is different here in that he has to apply for the post. There is also a TA position to fill, and a similar situation arises with Mrs Butcher. However, given the current circumstances, this will be raised with HR.

Signed ..... (chair)      Date .....