

Flushing Church of England Primary School Governing Body Meeting

Thursday 30th January 2020, at 4pm, in the Dolphin Room

MINUTES

In attendance: Mark French, Bob Hurrell, Alison Eva, Sue Treneer, Helen Dodd, Leslie Hygate, Andrew Stevenson, Stacey Mullins (arrived at 4.17), Adam Whittle, Hayley Tucker (clerking)

Meeting started at 4.01

1) Prayer

Given by Andrew Stevenson

2) Apologies

Polly Tregaskes & Lisa Beverley-Jones.

3) Pecuniary interest registration (verbal/written declaration)

No new interests to register.

4) Items declared for any other business

None declared.

5) Minutes from the previous meeting

All agreed they were a true record of the meeting and they were signed by Robert H.

6) Matters arising from the previous minutes

Provision next steps: Leanne Simmonds has now been appointed in the Seahorse class; she works on Tuesday, Wednesday & Thursday afternoons and the structure discussed last meeting is now in effect, (The EYFS pupils now have lunch at the main school building, go back to the Bowling Green at 12:30 then come back to school at 3pm). This provision is working well so far; the children are getting out and about and are concentrating on forest school activities/science and being outside, which will only improve with the weather. We are expecting 3 Pre-School children at least after Easter rising to approximately 8 by the end the summer term, when we may be in a position to look at increasing the provision to 5 days a week. The next step after that is to look at holiday clubs which can be held at the main school building. ST asked if the children joining us will be expecting to start with us in reception - MF advised we have not had the information from County yet; we normally get application numbers mid-February and names in March.

7) Finance - budget monitoring report (discuss) *available at meeting*

MF advised that the report was created before Christmas so it is not up to date, but the information has not changed much since. It was noted that some areas will change once Pupil Premium has been allocated around the budget and that the predicted carry forward is still looking accurate.

Staffing budget is underspent currently. It transpires that the 'Little Extras' funding, which sounded promising, cannot be spent on anything we need (we tried to spend some money on repairing the new windows which was not allowed). However, it can be sold to another school for them to use on DFC; County has found a buyer for us and the transaction is underway.

AW asked what DFC was and AS explained the difference between capital and revenue.

MF noted that the repairs to the windows came in higher than expected at fractionally below £2,000, as the work was a bigger job than anticipated once underway, which all the Governors understood and were happy with.

AS thinks it is worth retrying to these get paid under capital expenses.

FSM overspent currently because the Pupil Premium has not been allocated to it yet.

Camp also overspent but at the time only first parental payments had come in and we also get funding for transport due to the trip to Parliament as they reimburse up to 70% of the travel costs.

SLA budget is over because of purchasing ParentPay.

County Bursar now only services us and Mawnan now. They have advised they are not able to do the school banking (as not insured to carry money), so we wonder how long this service will be available to us.

SM asked if the tuck can be added to ParentPay which Hayley will look into.

MAT Conversion grant – The school has returned a form to the DFE regarding its expenditure of the grant allocated for the conversion to the MAT.

8) Head teacher's report for Autumn 2019 (information) *available at the meeting*

The Governors looked through the report and picked out points.

Sue Frater is visiting us on 6th March to look at teaching and the books. MF has not yet planned Marie's (SIP) visit yet but may ask her to do a book review this term. ST asked what Marie's role is now – MF Explained School improvement and what that role entails and that Sue Frater does annual health-check.

Attendance & Behaviour: We have submitted a prosecution for a parent for the first time for non-attendance. When looking at the attendance figures it was noted that the year with the worst figure included the marks for a pupil who was off long term with illness; if you took that pupil out of the figures, they would have been in line with the national average. AW asked whether our size is taken into account as 1 pupil can make such a big difference in a small school which MF explained it was not and that the figures are easily skewed in a small school; Ofsted did not look at data at all, mostly because we are so small.

MF highlighted the SEN register has increased from 9 to 14 which is now over the national average.

Behaviour: The amount of red and yellow cards issued has gone down significantly. Either behaviour has improved or staff are not using the system, MF will go through the system with staff in their next meeting. MF thinks largely down to lunchtime being reviewed which is very positive.

9) SIAMS/Ofsted reports (review development points)

MF merged the points from both reports together and advised that they should be added or incorporated to the SIP so we can work alongside Marie and Sue to overcome these issues. The Ofsted ones, in particular, are not areas we would have rated as a priority.

Alison is attending an Oracy course to help with articulation, and we have plans afoot for the outside spaces at the Pavilion.

The Global links SIAMS said we are lacking could be looked at; we can link up with schools in other countries to facilitate this.

HD impressed the importance of spelling and SM stated that social media does not help as they text and email differently. MF said this would be the focus of Sue Frater's visit.

10) Numeracy coordinator's report (information) *available at the meeting*

Read through – all governors agreed it is a very positive report with lots of information on reasoning.

11) Standing items - Health and Safety Inspection Report (repairs) & Safeguarding (governor report)

The Health & Safety audit is next week; they will be here for a day and will look around the site and at our supporting documents (Training records, policy documents etc). We are aware that some areas of the building need repointing which can be done at half term. Lorne Stewart currently completes our compliance checks but we have concerns over the checks and actual repairs that need doing as the two do not always correlate. One example is the emergency lighting which they highlighted needed many replacements at an unreasonable cost; the people that installed them advised at the time they are hopeless and they started failing after three months. LH asked if we could argue that as it was overkill as there is so many which we will look into.

Safeguarding: The S175 safeguarding audit has to be completed and the annual report was included for the Governors to look at. All Governors were happy that the information is all there.

SCR looked at today to ensure this is up to date.

12) Governor inclusion/training

Governor inclusion dates being arranged between AE & HD

HT to see whether there is any online training available as Governors are finding they are unable to make the available dates – HT has asked Governor Services if any are coming up on the weekend or school holidays?

13) The Friends of Flushing School (information) *verbal*

No-one present at the meeting who could provide feedback.

14) Any other business

AW discussed a fundraising event that the parents who use the ferry have discussed – Mark said that it would be best to do it under the umbrella of the PTA which is then properly risk assessed and insured.

15) Confidential

None

16) Dates of next meetings (discuss any changes)

P&F Thursday 13th February 4pm

FGB Thursday 26th March 4pm – this has changed as the previous date clashed with the London residential.

FGB Thursday 7th May 4pm

FGB Thursday 9th July 4pm

17) A.O.B. agreed by Bob 24 hours before the meeting

None

Meeting closed at 5.11pm