

**Flushing Church of England Primary School Governing Body Meeting  
Thursday 26<sup>th</sup> November 2020, at 6pm by Zoom**

**Minutes**

**In attendance:**

Mark French, Bob Hurrell, Alison Eva, Leslie Hygate, Helen Dodd, Andrew Stevenson, Stacey Mullins, Sue Treneer & Lisa Beverley-Jones, Polly Tregaskes, Adam Whittle, Hayley Tucker (clerking)

Meeting started at 18:01

**1) Prayer**

A prayer was said by AS to start the meeting.

**2) Apologies**

No apologies.

**3) Pecuniary interest registration (verbal declaration and any outstanding forms)**

No changes declared.

**4) Items declared for any other business**

No AOB.

**5) Minutes from the previous meeting enclosed**

All happy they were a true and accurate record and will be signed by RH.

**6) Matters arising from the previous minutes**

Item 9 – We have now received £336 from the Government for the Covid-funding which covers the absolute basic costs incurred. The second payment which would cover items like childcare and the exceptional costs following Covid (we claimed an additional £2116), are not yet received and possibly will not be.

Item 10 – Re purchase of new iPads – We are refitting older ones for the Seahorses to use and may still have to purchase more to replace the oldest. However, a recent LA survey has highlighted that a large amount of pipework needs to be replaced in order to be compliant and safe, which could cost us between £2,000 & £4,000 so the money previously earmarked for the iPads may have to be used for this purpose instead as we are liable for this cost alongside the LA.

Item 12 – The Bowling Green garden – still on hold due to lockdown but it will happen, hopefully soon.

## **7) Finance**

### **a) Financial Scheme of Delegation (approve) unchanged, copy available upon request**

All happy to approve (no significant changes made)

### **b) Budget Monitoring Report**

Tash is now back from her maternity leave and is still working remotely due to Council policy.

#### **Budget for staffing:**

Teachers - will go over budget due to the additional class and teaching staff.

Auxiliary Staff- There is currently an overspend but we will recoup some of this as the year goes on as the HLTA hours have reduced and TA hours increased instead which will cost less in the long run.

#### **Catering Costs:**

Although this is high currently, due to the increased management costs during Covid, this will balance by the end of the year as there was very little cost for food – may result in a carry forward amount.

#### **FSM in the holidays:**

This is being paid to us directly from Cornwall Council for us to issue vouchers to FSM families at £15 each pupil per week – hoping to use Edenred as we did last lockdown, which gives the option to pick a supermarket convenient to each family. Vouchers will be ordered by us and distributed to families at the end of term, so we can ensure they have received them (there were issues in the summer with vouchers being sent to families who could not download them and they were then lost).

#### **Childcare Costs:**

This income is being balanced by the PE grant money which has been allocated on the basis of sports physical/mental health provision. We could possibly move more to this budget in the future if required.

The DFC funds are now earmarked for the pipework as above.

The current carry forward figure could potentially increase if there are no more surprises this year. We will need a healthy contingency if decide we want to secure 4 classes for the future.

## **8) Head's Report (information, includes teacher performance management) attached**

MF advised there were no changes or additions to the information sent before the meeting – there were no questions or queries from the Governors. The teaching staff will have a Zoom meeting next week

If we do decide to continue with the 4-class structure we have currently, we will need to consider making the fixed term contracts for the additional teaching staff permanent.

Lucy Ward was appointed today by MF, RH & LH as the new HLTA to replace Jane Maclean. Both candidates interviewed were worthy of the post, but Lucy had the additional experience with the EYFS which gave her an edge. This contract will be fixed until July 2022. MF was asked which contracts were needed to consider making permanent and he advised it was Adrian Mutsaers, currently in the Dolphins, and Leanne Simmonds in the Seahorses.

Learning deficit through Lockdown – Reading has suffered least as it is easier to cement this skill if left unpractised. Maths and SPAG are where the biggest gaps lie which would usually be the case if these are not practised daily. It will take time to get these skills back to where we were, but interventions are now underway. RH added that he and HD both agree with the highlighted gaps; they are struggling to get ideas to stick like they would usually, but it is rewarding to see the progress being made. Each (small) group has their strengths and weaknesses and they are working well. MF advised the proof in the pudding will be the testing in February when we have had more time to recover, which will highlight if there are still areas to improve.

SATS are thus far undecided – the Government want them to go ahead but are under pressure from the Unions to leave what they consider ‘nonessential’ tests such as the Phonics screening. We will have to wait and see.

**9) Performance Management Report (Bob/Helen/Leslie) verbal**

Heads PM moved to end of meeting so Mark can leave the Zoom meeting.

**This item has been recorded as a Confidential minute**

**10) Governor inclusion/training (information) list attached**

HT to resend available training for Governors to see if they can attend.

**11) Policies to review**

The governors reviewed the policies prior to the meeting due to time constraints, and the following policies were all approved:

- Health & Safety
- Worship
- Religious Education
- First Aid

**12) Standing items (Safeguarding/Health and Safety, included in head’s report)**

Covered above

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

FOFs have been active for Christmas by offering cards and mugs with each child’s own design on which were printed locally. This has been very popular, with some parents donating more than the cost of the items, and they hope to make approx. £350 profit. There is a raffle being put together for Christmas hampers which we will raffle off the week before Christmas. It has been hard during lockdown as FOFS have been unable to do the normal festive activities, but they have made the best of it.

**14) Any other business**

BH suggested that as Marie Hunter is no longer out School Improvement Partner, that we write to her and thank her which all agreed.

**15) Confidential**

See confidential minutes

**16) Confirm dates and times of next meeting A.O.B. needs to be agreed by Bob 24 hours before the meeting.**

4<sup>th</sup> Feb @6pm (maybe in person?)

**Mark F & Sue T left at 6.35pm**

**17) Head's Performance Review**

**This item has been recorded as a Confidential minute**

**Meeting finished at 6.42pm**