

## Flushing Church of England Primary School Governing Body Meeting

Thursday 19<sup>th</sup> October 2023, at 4pm at Flushing School

### Minutes

In attendance – Bob Hurrell, Tamsin Lambertson, Polly Tregaskes, Alison Eva, Leslie Hygate, Stacey Mullins arrived at 4:04, Lisa Beverley-Jones arrived at 4:06

Meeting started at 4:03

#### **1) Prayer**

Leslie Hygate

#### **2) Apologies**

Sue Treneer, Andrew Stevenson, Adam Whittle

#### **3) Pecuniary interest & Registration (forms attached for completion)**

Given to all governors not yet completed.

#### **4) Election of Chair and Vice-Chair (elect)**

To visit next meeting.

Helen Dodd has sadly decided to step down from her role. The governing body was all terribly sad to hear this news and wishes to thank her for her incredible support over the many years she has been a governor at Flushing School.

#### **5) Governing Body Decision Maker (Review)**

Review next meeting.

#### **6) Committee Structure, membership & Terms of Reference (Review)**

**As above**

#### **7) Items of AOB\***

#### **8) Minutes from the previous meeting (FGB) *attached***

Item 6 – gate not toilet moved – HT to update All happy with other points and Bob Hurrell signed off.

#### **9) Matters arising from the previous minutes**

Set meetings for the whole year – will action next meeting when chair decided.

## **10) Finance - Budget monitoring report (information) attached**

TL & Bursar have been looking at the budget as staffing overspent currently – TL keen to reinstate a finance committee as it is getting so constrained. All agreed that would be a good idea and will action at the next meeting.

Still in progress of allocating PP and sports premium funding. We could offer more after school sports provisions but already have three days: dance on Wednesday, yoga on Tuesdays and Go Active on Mondays; we are hoping to allocate sports premium towards sailing, SM suggested that we could use it to resurface the playgrounds and line marking etc, however Paul Renowden from County recently advised TL that if we stop patching it they will repair it on backlog maintenance.

LB-J advised she is happy to help prepare budgets, as is PT, TL grateful to help.

Teachers going through performance managements, no-one to go over any thresholds.

Hayley has never moved up a pay scale – All happy to move her up.

TL does not wish to move up, BH said that she should be offered to be increased and she should say yes, especially as Justine Hocking suggested she should. PT said that it would be good to know numbers in terms of budget impact before we make a decision.

## **11) Head teacher's report (information) attached**

Heads report run through.

Priorities moving from phonics to reading for pleasure; Kernow English Hub been here a lot for Read Write Inc training – setting up this scheme is a lot of work, but we will reap the benefits – KEH gave us £4k funding last year but been advised £9k this year, which we have queried but looks feasible and could result in lots of lovely new books.

Multiplication and Times table Check has improved.

Phonics improved from 12% to 69%

Attendance good –no unexplained persistent absence.

Year 2s being taught in the back room or the hall (Village Club) in the mornings – LH asked how it is going – it is snug but working really well; it is such a small group you can target it completely to them all and all are happy and engaged. No parent complaints. All loving the topics, especially Ancient Egypt. It is a lovely space to be in – Wi-Fi better in club than school.

Children are now eating their lunch at the hall, which has made such a difference; the children are having plenty of time to play and eat, and has made it so much better up at school as teachers have a change to prepare for their afternoon lessons with no children in the classroom.

Still exploring the possibility of a cabin / shed for additional teaching space – Lisa queried whether we could use the doctors' room at the Village Club – this could help with the space issue although we are worried we may overstep if we ask too much of the VC committee.

The Bowling Green Committee would not release us from their contract and made us pay until the end of December. Using it for meetings – Lisa suggested using it for yoga. Shed still full of our stuff. it is coming down slowly, nothing in the actual pavilion that is ours.

School Council and learning ambassadors all in place for this year.

Harvest festival boxes collected for and given out which was lovely as always.

Yoga will start on Tuesdays after – can use some Sports premium for Village Club as using it for PE and sports provision.

TL doing SENDCo role in HF absence. She knows the role well and there are not many Pupils on the SEN register. We have 2 pupils in the process of applying for EHCP which she is more than happy to do, as long as needed.

Myconcern working well – good for governors to be logged in too. Policies on there for staff to read and receive too.

Ukrainian child still here, now emersed himself in school, is talking English and doing work alongside the other pupils.

Zoe Mitchell has taken over the Early Years pupils and has completed some training for 'new to Reception'. The baseline assessments are complete.

TL mentioned how lovely it is to walk through school and have all the children here. It is the same with the staff, and all are feeling part of the school again, and are happy to move between classes where they are best needed as required. All staff have said they are so much happier being at the main school.

The TA Freja Coglan has been absorbed within a normal TA role, as her one to one child left last term, but she has moved to 3 days instead of 4.

It has been lovely that all the teachers are here at the same time (for the first time ever). Adrian Mutsaers has been amazing and has covered HFs Year 2 sessions. He has said he can't do it long term but will stay until Christmas, to make it smoother for the children. All very grateful. Need to prepare for January once we know how to move forward. AE said she is really enjoying being full time.

HT wanted to reduce her hours to not work Fridays – would be good to have someone to cover in her absence and should she be ill etc.

Ellen stepped into TUC role in Sophies Maternity cover and stopped lunchtime cover which has kept her hours exactly the same.

Maths Mastery: Ross Barnes may come out and has been working with SW. TL had meeting with heads of partnership and all year 6 and Early Years teachers are going to each other's schools throughout the year to share best practise which is very exciting.

Jigsaw will start soon which helps to focus on mindfulness, stilling and spirituality. This will be a huge plus for our busy spaces.

TL has had plans drawn up for the Garden Room to go in back corner of the small playground which would be stick built on site with tailor made, PVC cladding, and all services will be ready to go. Paul Renowden said to bite his hand off at the price that we have been quoted for the spec offered. We can hopefully put a £12k eco grant

towards it. Looking positive that we can mostly fund through grant & Sports premium. Having to go to planning for advice as we are in a conservation area so currently holding fire until we know we can go ahead.

The split year groups were run through, and TL noted that they are all working well.

Building work: Backlog maintenance surveyors came in April. They originally said it would be around £120k and we would pay 10%. They emailed back and forth over a few weeks to confirm what would and would not be covered but then no quote or list was provided. This week, the Surveyor came back with what the council have approved (includes, exterior decoration, new windows, toilets, electrics, front door & internal doors and more) and we panicked about how much our 10% contribution was, however, they have come back to say that they will fund it all and we will not contribute at all.

IT – MacBook's starting to fail, need to implement rolling programme for replacing them. SM asked about the extra levels of security on iPads etc. TL confirmed that they have been increased there are some things that iPads just will not filter specific words. TL would rather have laptops over macbooks but iPads and boards are apple.

Swimming – want to go to ships and castles but still shut so it will be Helston again but will share the hour lesson between two classes, normal swimming lessons are only 30 long, and we feel this would be better for the school lessons too, especially as so many children were getting very cold last year. We will need to increase the price for parental contributions as transport is now so expensive.

## **12) Draft SIIP**

Ran through report.

TT Rock Stars is making a difference.

RE books in Starfish are exemplary, and other classes starting to follow suit. Each class now has a reflection area – which were started by Jane Wheeler would like to have more speakers in for Worship as this does make a difference.

We need a new Mental Health Lead now Leanne Simmonds has gone – Lucy Ward has advised that she will step into the role if required. Not yet mandatory to have this but it was lovely to have someone to be in charge of wellbeing. Staff are now healing, and Lucy is very warm and nurturing.

## **13) Policies (to approve) attached (Complaints, Staff Handbook, H&S, T&L, CP**

### ***Policy***

All happy to approve.

## **14) Admission Arrangements 2025-26 – attached**

PAN up for consultation to be reduced to 9 from 12 in 2025-26. The PAN of 12 in Reception will remain for Reception next September (2024) and it is proposed that it will then be 9.

All governors are happy to adopt the arrangements.

## **Standing Items – Safeguarding (Policy, KCSIE) - Health & Safety**

All discussed above.

## **Governor Monitoring Schedule**

To be decided once committee organised at next meeting.

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

No-one new attended the last meeting, Emma Walker has stepped down. Only one parent came forward to come into the group. It is time for a new committee - Nicky is now not a parent here and Lisa and Tabitha have given their time and want to move on; they won't abandon it but are keen to hand it on; need to think how to hook new members in. Will be doing the Class Fundraising Christmas cards etc again.

Polly suggested doing a flier of what has done and what they are hoping to do – They already have in the latest newsletter but will keep plugging away.

## **Confidential**

See confidential minutes.

## **Date and time of next meeting & proposed dates for the rest of the year.**

30 November 4pm

## **\*A.O.B. needs to be raised and agreed by Bob 24 hours before the meeting**

LBJ queried starting the parent forum that TL suggested to the parents last term. TL said that a coffee morning/evening group will be started after half term; the open afternoon was a start to move towards this engagement, and it will enlarge soon with the parental forum.

HT Leaving her role at Clerk to the Governors, and we need to find replacement - LBJ suggested advertising in the magazine – she will email the editor.