

Flushing Church of England Primary School Governing Body Meeting Tuesday 23 February 2021, at 6pm by Zoom

Minutes

In attendance:

Mark French, Bob Hurrell, Alison Eva, Leslie Hygate, Helen Dodd, Andrew Stevenson, Stacey Mullins, Sue Treneer, 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

Point 6 - Re the second round of Covid Funding – seems little point in claiming as unlikely to be reimbursed from the first claim as they do not appear to be honouring the claims unless your school is in deficit.

Point 8 – SATs will not be going ahead. We will do our own internal assessments to assist with writing and to allow Penryn College in transition into the correct groups.

7) Re-Opening of the School (discuss information from Government statement 22 Feb 2021)

Mark has looked at the Government Roadmap and it looks as though we will be able to return on the 8th March and pick up where we left off last term. He is awaiting the guidance for any additional 'control measures' to apply but it looks likely that the pupils will continue to sit in forward facing rows, handwash regularly, ventilate the rooms and stagger school start and finish/breaktimes to minimise contact between classes and for staff to not mix between bubbles in much the same way we were before lockdown – all Governors were happy that we return on 8th March if it is still deemed safe to do so.

8) Leadership Development

Mark has emailed Governors in advance of the meeting with his proposal to transition into retirement. He feels that the school has reached the end of a current cycle, and that it is a good time to have someone take over the helm to lead the school for the next cycle which will in time include inspections.

Where to go next? Mark will continue to teach until the end of this academic year, and then will focus on management, Covid recovery and the school handover for the academic year 2020/22 before his retirement in August 22.

RH asked all the Governors if they were happy to allow Mark to finish teaching after this year and all agreed it would be a good transition. LH added that if we are replacing him like for like the Governors will certainly need the time to find a suitable candidate.

The options for his replacement are:

1. Join a MAT
2. Appoint an Executive Head
3. Appoint a like for like replacement

Mark suggested it would be prudent to appoint a committee to explore the options and feed back to the Governing body at the earliest opportunity as if they were to explore joining a MAT this will take time. The sub-committee was discussed, and all agreed it would be the best way forward for this to be formed. The sub-committee can then undertake the groundwork, liaise with County and the Diocese for their guidance and report their findings back to the FGB. Robert Hurrell & Leslie Hygate were happy to be appointed on the sub-committee and Stacey Mullins agreed on the basis she can share the parental Governor role on the committee with Lisa Beverley-Jones (if she agrees). Robert will contact Lisa to discuss.

The first decision will be to decide whether to join a MAT. Although initially the Governors were wary of the suggestion, it was agreed that for due diligence, all decisions need to be properly investigated before they can be ruled out. Therefore, it was agreed that the sub-committee will consider in depth all of the options, with the possibility of being in a MAT the first port of call. They will report back at the next FGB.

Release of information: MF had drawn up a newsletter disseminating the retirement information to the parents and school community. All Governors were happy with this and it will be sent later tonight.

9) Heads Update

The information on the report was run through:

The number of pupils attending through lockdown has increased due to more vulnerable pupils now attending. The 2 bubbles are working better as it is easier to concentrate on year groups. The feedback from parents has been very positive. FSM provision remains as vouchers which works well for the families.

Annetta's retirement: This will run in much the same way that Jane's did last term. A collection has been started and her leaving event will be broadcast to the school from the Seals class on Class Dojo.

TA's: We are hoping to get two apprentices from the Kickstart Programme which would be Government funded up to 25 hours apiece. PT queried whether we had to accept who we were given or if we are involved in the recruitment process. MF confirmed that we go through the recruitment process nearly as normal but are offered the candidates through the job centre. These will be interviewed and vetted as normal by us. If the funding does not come through or we are not offered someone suitable we shall recruit as normal.

SIPs: Sue Frater and Marie Hunter are no longer our SIPs. MF suggested Mark Lees as a suitable replacement as we can share him with Mawnan Smith & Mylor. He would also be useful in helping the process of replacing MF. All agreed he is a good option. MF has a meeting booked with him on 18th March and will discuss then.

London: We are still unsure if the London residential will be able to go ahead and are awaiting Government advice re Residential Visits as we move through Lockdown. It is still feasible but there may be a problem persuading parents to allow their children to go at this time. We need to be prepared to lose the money we have paid already if we do cancel as we would not expect the parents to pay. The parent governors in attendance said they would allow their children to go if they were in the correct year groups.

2021-22 Budget – We need to have a back up plan re the budget now that we have increased to 4 classes. If there were to be a fall in pupil numbers we would take a big hit financially. We need to consider having 50K

in reserve should this be the case and plan the new budget accordingly. We expect the current carry forward to be around £21K. Sue Treneer left the meeting at 18.54

10) Finance

Budget monitoring Report

The current Forecasted reserve is £21k but this is likely to increase.

Cleaning is overspent – this is down to the additional hygiene materials such as paper towels and soap, which we are going through by the boxful, and additional measures to prevent the spread of Covid-19.

We had kept some of the Covid Catch up money in reserve in-case we were locked down again and we will now be able to utilise this when we return to school.

UFISM is also over currently. TUC is nil currently as no provision, but this shouldn't hurt in the long run.

Benchmarking Card - Report

This shows us in comparison to other schools of a similar size but we will still be very different in many ways. HD noted she found it positive that we spend more on teaching and less on administration than other comparable schools.

11) DTM (Desk Top Monitoring)

Governors had looked through report before the meeting and there were no questions based on the information provided.

12) Standing Items – Health and safety & Safeguarding

We should expect to check the building thoroughly before the return of all pupils in respect of any new measures to be put in place. Whatever they may be, they will be undertaken in advance of the pupils arriving back on site.

Safeguarding: we are keeping an eye on any pupils we felt may be vulnerable through the Lockdown. We have 5 more pupils in school through lockdown but none of these pupils are considered officially vulnerable, but we know it is beneficial for them to be at school.

13) The Friends of Flushing School (verbal report)

Polly advised she would like to step down as Treasurer, but no-one has yet come forward.

No events for the foreseeable due to Covid-19.

14) Any other business

None.

15) Confidential

None

16) Confirm dates and times of next meeting.

TBC after budget setting but likely 29 April or 6 May @ 6pm via Zoom – this will be confirmed at a later date.

Meeting ended at 19:03