

| Governors | |
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| Yvonne Short | Rebecca Humphreys |
| Tony Callcut | Frances Swan - Absent |
| Tim Flint - Absent | Ewa Ziubryniewicz |
| John Garrigan | |
| In Attendance: | |
| Clerk – Sue Howard | |

Minutes

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| <p>Welcome: Chair, Yvonne Short welcomed everyone to the meeting</p> <p>Apologies: Apologies had been received from Frances Swan. Tim Flint was also absent.</p> <p>Declaration of Business Interests There were no declarations of interest</p> | |
| N1.18 | <p><u>Minutes of previous meeting</u></p> <p>The Minutes of the previous meeting held on 29 November 2017 were approved and signed by The Chair, Yvonne Short. These were made available to the Board via the Google Drive (GD) prior to the meeting.</p> |
| N2.18 | <p><u>Matters Arising</u></p> <p>.1 49.17 Governors were made aware that the Data Power Point presentations from the last meeting were available via the GD for them.</p> <p>.2 51.17 See also 60.17 for discussion relating to this item.</p> |
| N3.18 | <p><u>Monitoring</u></p> <p>YS had submitted reports in relation to the Safeguarding Monitoring visits she had made to Bearnese and Hennock and these had been uploaded to the GD. JG is to forward his Health & Safety site inspection visit reports to the Clerk asap. Action JG</p> <p>SEND Lead Governor EZ reported briefly to Governors at the meeting following her recent visit to Hennock. EZ is to forward a written report of her visit to the Clerk asap. Action EZ</p> <p>Clerk to email TF and FS for a report following their visit to Hennock in relation to Pupil Tracker. Action Clerk</p> |
| N4.18 | <p><u>Procedural</u></p> <p>.1 Safeguarding Lead Governor, YS, had provided a report on Safeguarding updates for Governors. TC explained what 'Operation Encompass' is to the Governors and that some Trust staff have attended training regarding this. A link is also available on the school websites for information in relation to this.</p> <p>Governors noted that the annual Devon County Council Safeguarding Audits for both Bearnese and Hennock were submitted before the deadline of 31 December 2016. Copies of the reports were provided for Governors.</p> <p>L2 Safeguarding Training was provided for those Governors present at the end of the meeting by TC, following the Babcock training materials.</p> <p>.2 At the request of the Governors, RH had produced a staffing update for Bearnese & Hennock</p> |
| N5.18 | <p><u>Strategic</u></p> <p>.1 TC had provided the Governors with his report prior to the meeting. The Governors expressed concern on the teaching space at Bearnese and what measures are in place if the Capital</p> |

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| | <p>Improvement Plan bid for the Mezzanine floor is unsuccessful. Governors are recommending to the Trust Board of Directors to investigate alternative provision as a matter of urgency. Action YS to raise at Stds & Curr Committee meeting</p> <p>Governors asked TC to clarify the Pupil Premium (PP) figure on School Pupil Tracker for Hennock, as they believe this could be incorrect. They asked TC to produce an updated PP data report for the next meeting. Action TC</p> <p>.2 TC updated the Governors on PE funding. The Government have now increased the amount each school receives from £8k to £16k for each school, plus an additional amount per pupil, guaranteed until 2020. Strict criteria on how that money is spent, e.g. curriculum swimming and reports on how the money is spent must be on the school websites by April each year. This is vital for Governors to monitor this is being done.</p> <p>£6k per school (total £36K) will be put into a central PE fund, leaving £10k for each school to spend themselves. TC tabled a document for the Governors detailing the proposals for what the £36k centrally will be spent on.</p> <p>He has given this document to four different external organisations and asked them to submit their cost to deliver the service. Governors asked TC to check with Bearnese who had been in in the past to provide additional P.E. activities in the school, incase they are one of the organisations submitting a cost, as they recall it not being of a good standard. Action TC</p> <p>Procedures are in place to monitor what the schools spend their remaining £10k, to ensure efficiency.</p> <p>.3 To note, the next meeting of the Directors Standards & Curriculum Committee is scheduled for 7 February 2018. YS to attend and report back to Governors at next LGB meeting.</p> |
| N6.18 | <p>Governance</p> <p>There were no comments from Governors in relation to minutes of Director meetings held: Full Board – 11 December 2017 F&GP – 28 November 2017 Audit – 24 November 2017</p> |
| N7.18 | <p>Training</p> <p>To note – YS, Safeguarding Lead Governor is booked to attend L3 Child Protection training on 29th and 30th January 2018.</p> <p>TF is not available to attend any new Governor Induction training events being held during this Spring term. Clerk to email TF new dates for Summer term once released. Action Clerk</p> |
| N8.18 | <p>Health & Safety</p> <p>H&S review reports for the Spring term visits by the Trust H&S Coordinator were provided for Governors.</p> <p>H&S Governor, JG, advised the Governors about a heater in Chestnuts class at Bearnese that apparently has a potential gas leak, an electric heater is being used instead. Clerk to check with the school and report back to Governors via email asap. Action Clerk</p> |
| N9.18 | <p>Policies</p> <p>The following policy was reviewed for approval:</p> <ul style="list-style-type: none"> • Online Safety – School ICT subject Leaders had reviewed, Governors approved. <p>All Governors had been asked to ensure they had read page 8 (Acceptable Use Agreement) of the policy prior to this meeting, so that they could sign to confirm they agree to follow this code of conduct. All present signed and Clerk to file.</p> <p>Clerk to ask administrator at Hennock to provide FS and TF with a copy to sign in their absence</p> |

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| | from the meeting. <i>Action Clerk</i> |
| N10.18 | <u>Dates of Future Meetings</u> Dates of future meetings were confirmed as: 21 March 2018 – Bearnas 10 May 2018 – Hennock 5 July 2018 – Bearnas |

Meeting Closed 8.00pm

Signed as approved copy by Chair, Yvonne Short

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Date 21.3.18