

**Minutes of the Meeting of Stanford in the Vale CE Primary School
Full Governing Board held at the school
on Thursday 13 July 2023 at 7pm**

Present:

Claire Lewis (Co-opted (Chair)) CL	Amanda Willis (Headteacher) AW
Caroline Smith (Parent) CS	Craig Goulding (Parent) CG
Mary Vizoso (Co-opted) MV	Jonathan Davis (Parent) JD
Yvette Upton (Foundation) YU	Keith Stuchbury (Parent Governor) KS
Elizabeth Ward (Foundation) EW	Jane Lawson-Smith (Co-opted) JL-S
Kate Konschel (Co-opted) KK	Janet Warren (Foundation (Vice Chair)) JW

Apologies: Rachel Cook (Staff) **RC** Amanda Bellerby (LA) **AB**

In attendance: Joanna Sanderson – **Clerk** (via Teams)

The meeting was quorate throughout.

No	Item	Action
1	Statutory Items	
1.1	Welcome CL welcomed everyone to the meeting at 7pm	
1.2	Attendance/Absences/Apologies /Acceptance of Apologies Apologies were received and accepted from RC and AB.	
1.3	Quorum Declaration The meeting was quorate throughout.	
1.4	Declaration of any urgent business None.	
1.5	Declarations of Interests AW, KK and RC for agenda item 5	
2	Previous Meeting	
2.1	Adoption of the Minutes of the meeting held on 27th April 2023 The minutes were accepted and approved. CL signed the minutes to be passed to KK for filing in the school.	
2.2	Review of Actions and Matters arising from the meeting <ul style="list-style-type: none"> Governor visits – a request was made for any reports not yet uploaded to be uploaded before 21st July 2023. Anti-bullying report – AW has started work on this but now needs to complete. Support for the mental health and wellbeing of staff and children. Fundraising opportunities for a quiet room with a potential grant available through Section 106 money. Section 106 money may also be available for a work of art to celebrate 150 years of the school - CL has looked into this and the Section 106 monies may only be available for the work of art outside the school as funds are to be spent for the good of the village. Sustainability Action Plan – To include the curriculum review update and solar 	

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	panel research feedback. Minuted at agenda item 10.	
3	Correspondence None	
4	<p>Headteacher's Report including Health and Safety and Governors Responsibilities (with reference to SIP/SEF) – Governor visits</p> <p><i>The Head Teacher's report was circulated via GovernorHub prior to the meeting and the following points are to be highlighted.</i></p> <ul style="list-style-type: none"> • The Units of Enquiry were discussed at the staff meeting; there is a need to ensure the majority know the behavioural expectations. • It was clarified that FFT stands for the Fischer Family Trust which is a system to record and track results such as the KS1 data results. • Year 2 SATS are ending. Moving forwards there will be a baseline from Foundation through to the end of year 6 which was felt to be good as there had been a lot of pressure to get results at KS1. End of year internal assessments will still be held. • Thanks are to be passed Mrs Dickinson for all her hard work. • In a change to previous routines, AW has started to do "pop-in" visits into classes every day to praise children if they are following the behavioural expectations. This will take the place of formal termly learning walks/observations and is felt to be more of an opportunity to say "well done!" • The Vision is being shared widely throughout the school to enable the children to relate to it easily. A Vision collective worship and activities have been built into the first week back in September and Governors are ensuring SIAMS is a priority. • Following difficulties and challenging behaviours in the classroom, Chris Price-Smith from the Diocese came in to award staff the opportunity to speak to her confidentially if they felt the need to. Trauma Informed Schools are also booked for the morning of Monday 4th September to deliver supportive virtual training for all staff. • Staff have fed back that they would like Governors to know that despite the current challenges regarding the acute complex needs of some children, they are still managing to teach. They have advised that they are grateful for the support and awareness. AW will relay back to the staff how appreciative the Governors are for all the staff do. • Headteachers throughout SPL and FLT are facing behavioural challenges. Home circumstances and the cost of living impact are contributory factors. It was confirmed that all professional bodies are involved as needed. • It was confirmed that the school has no responsibilities over the summer relating to the children and that support from external teams will continue such as MASH and TAF. • Governors commented on the number of successful trips which have happened throughout the year. It was noted that fewer parents are paying for these trips and this will need to be monitored due to the budget situation. • It was confirmed that there needs to be 15 exclusions in a term before a Governors Exclusion Review is required. 	AW

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	<ul style="list-style-type: none"> • Not all staff are trained in positive handling. • Following a recent incident, it was clarified that police are always called if a child leaves the school grounds without permission. • A member of the community complained about the driving of the school minibus. RS followed the complaint up with the staff who were on board the bus who were not concerned. The police are not taking any further action and a dashcam will be fitted. • The H&S audit will take place in the Autumn term. Staff are aware of asbestos in the building. <p>Thanks were passed to KK for all her work throughout her tenure and flowers were presented to her. Wendy Jeffs will take on KK's role.</p> <p>Additional minutes are recorded at Part 2 (Item 4)</p>	
5	<p>School Budget</p> <p><i>The Budget report was circulated via GovernorHub prior to the meeting and the following points are to be highlighted.</i></p> <ul style="list-style-type: none"> • Staff changes from September mean that at the 3rd year, there will be a £48k deficit. • One EHCP has been confirmed and another application is being processed. • Electricity is currently budgeted at £1,200pm – the school is tied in to the higher amount due to the current contract. • The PGL deposit for October 2024 has had to be paid. • Breakfast and after school club are thriving so they should be on budget by the end of the year. • If the use of supply teachers continues, there may need to be an increase made in the budget. • The agreed funding for the Reflection Room was awarded at £7k not £5k as requested. • Forest School has been removed from PE funding to be included as part of the curriculum. A lot of pressure is being put on schools to maintain swimming as there has been a reduction in parents taking their children. • Pupil Premium 22/23 has been evaluated and the report is to be uploaded to the website; attendance is an issue which impacts FSM. Funding is in now as expected for 23/24, and vulnerable children will also be included in planned activities such as open invitations to coffee mornings with planned discussion topics. There is an awareness that other children may want to be included. 	
6	<p>Good Governance</p> <p>6.1 Ensure all safeguarding training is in place, note any gaps and follow up JW, JL-S, YU and KS need to undertake Prevent training.</p> <p>6.2 Governor training Governors have completed the following training: Agenda and minute taking and Exclusion training. KS is to complete the Governor Induction and YU is to complete part 2 of the Induction. Governors were reminded that training is available on GovernorHub.</p> <p>6.3 Governor Skills audit review To be carried forward to September.</p>	<p>JW/JL-S /YU/KS</p> <p>KS/YU</p>

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6.4	<p>Governor Subject review</p> <p>It was agreed to assign Governors to the Committees in September, once a new Co-opted Governor is appointed and the current skillset is known.</p>	
6.5	<p>Co-opted Governor vacancy</p> <p>Potential candidates were discussed to reach out to with a view to starting in September. It was agreed the current skillset of Governors is broad, so the main criterium are time and interest.</p>	
6.6	<p>Policies:</p> <p>Governor Virtual Meeting Attendance – It was agreed that next year, single meetings will be held virtually, but if there is a Committee meeting and an FGB, these meetings will be held in person.</p> <p>School Environment Policy</p> <p>There were no questions regarding the policies.</p>	
7	<p>Delegated Items</p>	
7.1	<p>FOSS update</p> <p>The school fete made £1,600. Other events have included refreshments, school disco, bags to school, and the BBQ. FOSS have paid for sports day medals, forest school overalls, and football goals. It was noted that there are currently few members on the committee, but hoped that the induction days may generate interest.</p>	
7.2	<p>Staff Report</p> <p>Staff are working hard but are tired due to the challenges mentioned in agenda item 4. Governors reflected on the events of the year including Ofsted, the teacher's strikes, challenging behaviours and staff leaving.</p> <p>Additional minutes are recorded at Part 2 (Item 7.2)</p>	
8	<p>Neighbourhood Plan and School Expansion Plan update</p> <p>Nothing to update</p>	
9	<p>Academy Update</p> <p>Nothing to update</p>	
10	<p>Sustainability Action Plan Update</p> <p>There are no grants available for solar but OCC will offer an interest free loan up to £77k to pay back over a 14 year period which can include solar and LED. The cost for solar is approximately £35k, and changing to LED for the whole school would be £15k. It was noted that a roof survey and subsequent redecorating/making good will be needed. More quotes would be required to proceed.</p> <p>Estimated savings from the solar would be £6.5k pa which doesn't account for the fact that the school closes all summer and could potentially benefit from selling the generated electricity back to the grid. There would be between 40-50 panels which would generate approx. 18kw – this is enough energy for the school's needs.</p> <p>Estimated savings from the LED lights would be £3k pa.</p> <p>The loan has to be applied for, and it was recommended that one loan should cover both solar and LED. The application would have the support of the MP and the Counsellor and needs AW and CL's signatures on the application. It was suggested a Project Manager is appointed to ensure compliance for OCC.</p> <p>As part of the application there is a need to ensure the buildings are owned by OCC. As</p>	

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	<p>some of the building is owned by the Church, permission should be sought from the Trustees. There is also an awareness that the school is in the boundary of the conservation area.</p> <p>OCC have £800k available for solar grants, but the funds are expected to run out quickly therefore the application needs to be submitted, if unsuccessful there is a waiting list with a second tranche in Jan 2024 with a third in June/July 2024.</p> <p>Governors agreed to proceed with the application.</p>	
11	<p>Update on the 20mph proposal</p> <p>The survey showed that 2:1 were in favour of the 20mph zone and the PCC will be proceeding with the application, requesting for it to be applied all around the village.</p>	
12	<p>Any Other Business</p> <p>The data shows that writing is the weaker area in most classes, this is thought to be an affect from Covid.</p> <p>84% of year 1 children passed the phonics test.</p>	
13	<p>Clerk's Items</p> <p>The Clerk thanked the Governors for their support and confirmed she is leaving OCC.</p>	
14	<p>Date and time of next FGB meetings:</p> <p>TBC</p>	

Meeting closed at 9.18pm
Clerk 17 July 2023