

**Minutes of the Governing Body held on Tuesday 28<sup>th</sup> February 2017  
at 6.00pm in Sycamore Class**

**Present:** Jane Ellis (Chair) (JE)  
Sarah Peel (HT)  
Nicola Hesleden (NH)  
David Houlton (DH)  
Stephen Alford (SAA)  
Linda Wall (LW)

**Clerk:** Sharon Aldous (SA)

No	Item	Action
1	<p><b>Welcome and any apologies for absence and determine whether any absences should be consented to.</b></p> <p>Apologies were received from Maxine Roberts (Work commitments), Helen Wilson (in Singapore), Steve Aldous (puncture in Bradford) – these were consented.</p> <p><b>To identify any confidential items on this agenda to be excluded from public minutes:</b></p> <p>Items 4 &amp; 7</p> <p><b>To receive declarations of interest, pecuniary or other, for any agenda item. Urgent business items previously notified to the Chair (for discussion at the agenda point below).</b></p> <p>None</p>	
2	<p><b>Prayer</b></p> <p>DH led the prayer.</p>	
3	<p><b>Minutes of the Governing Body meeting of 30<sup>th</sup> January 2017 for approval and signing:</b></p> <p>The minutes were approved and signed by the Chair.</p> <p><u>Action Log</u></p> <p>Governors ran through the action log and updated it accordingly.</p> <p>SA advised governors (as per action log) that she had contacted legal services for an update regarding the outstanding debt. No monies have been received, next steps would be to issue court proceedings at a cost of £35 (payable by school and then if successful in obtaining a judgement, this can be added to the total debt owed). Governors agreed to this action.</p> <p><b>Matters arising from the minutes not covered elsewhere on the agenda.</b></p> <p>None.</p>	SA
4	<p><b>Reports</b></p> <p>A confidential discussion took place and this is minuted separately.</p>	
5	<p><b>Health &amp; Safety Update</b></p>	

	<p>Dale Barton, LA Health &amp; Safety Adviser visited and reviewed all the risk assessments for the Spring term – these need to be shared and signed off by staff. He also walked around the school carrying out a visual inspection, particularly noticing the difference in Willow classroom (tidy, organised and ready for learning).</p> <p>HT advised that the paving outside Oak had been done, the doors from reception now had security on them, the 5-year electrical remedial work had been done along with all the gutters cleared out in the half term holidays.</p>	HT
<b>6</b>	<p><b>Policies to Adopt</b></p> <p>HR reviewed all these policies, which are all North Yorkshire approved policies. Governors approved. Clerk to put on website.</p>	Clerk
<b>7</b>	A confidential discussion took place and this is minuted separately.	
<b>8</b>	<p><b>Any other urgent matters previously notified to the Chair (if identified at item 1 above.</b></p> <p>None.</p>	
<b>9</b>	<b>Meeting closed at 19.42pm. Next meeting is Thursday 6<sup>th</sup> April 2017 @ 6pm.</b>	

Signed as a true record ..... Date .....