

**Minutes of the Governing Body held on Thursday 6th April 2017
at 6.00pm in Out of School Club**

Present: Jane Ellis (Chair) (JE)
Sarah Peel (HT)
Steve Aldous (SEA)
Maxine Roberts (MR)
Nicola Hesleden (NH)
David Houlton (DH)
Stephen Alford (SAA)
Linda Wall (LW)
Val Berry (VB) – Item 3 only

Clerk: Sharon Aldous (SA)

No	Item	Action
1	<p>Welcome and any apologies for absence and determine whether any absences should be consented to.</p> <p>Apologies were received from Helen Wilson (in Singapore) – this was consented.</p> <p>To identify any confidential items on this agenda to be excluded from public minutes:</p> <p>Items 4 & 5</p> <p>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).</p> <p>None</p>	
2	<p>Prayer</p> <p>DH led the prayer.</p>	
3	<p>Draft Start Budget/Budget Monitoring</p> <p>In the February monitoring, VB reported an expected outturn of £391 revenue going into next year. Since then, other costs have gone through which would potentially put us into a deficit balance. After adjustments, the final figure is £4,448.00 surplus. VB reported a £1,900 surplus for the out of school club (which we have never had before).</p> <p>Q Fantastic, why, what has changed?</p> <p>A Better staffing, pleasant experience and an easier online booking system.</p> <p>VB advised governors that school had bought maths resources (Singapore Maths) which is for next year, but if we bought before the end of March we received a 10% discount.</p> <p>Variances include £3,800 for 2 pupil premium children (the other authority - Kirklees doesn't have to give it as moved from LAC to adopted from care). £2,500 supply staff, additional support staff hours, courses, although we have made savings on utility bills and decorating costs.</p> <p>We are expecting £2,300 to come in from the peer review project</p> <p>Q What do we have to do in order to receive this funding?</p> <p>A We have to have been reviewed, do a review and have an improvement champion. The LA are funding the project from a £25,000 pot.</p>	

	<p>Q Did we have to pay for Nicola and Jen to go on the training? A No. The LA cover the costs.</p> <p>Q Trips income was reported at £2,486 – is that lower than budgeted for? A Budgeted for a £1,600 shortfall based on previous years. VB reported we had received less income but also less expenditure.</p> <p>The bottom line is - we can breathe, but can't spend anything that isn't budgeted for.</p> <p>Q What are the increases in staffing? A Natural progression, no inflation. 1% pay award for pay award.</p> <p>Q SEA asked if we could we raise funds however we like? e.g. can we get sponsors? A Yes, it is up to governors as to what we are promoting.</p> <p>In theory smaller schools will benefit from the new funding formula, ultimately we may end up with more money.</p> <p>Q Is the National Funding Formula going to be settled soon? A This is expected to be in place next year.</p> <p>Q What is a small school classed as? A Under 250 pupils according to Dfe.</p> <p>Q Any other questions? A No.</p>	
<p>4</p>	<p>Minutes of the Governing Body meeting of 28th February 2017 and 16th March 2017 for approval and signing:</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>A confidential discussion took place and this is minuted separately.</p>	
<p>5</p>	<p>Reports</p> <p>A confidential discussion took place and this is minuted separately.</p>	
<p>6</p>	<p>Self-Evaluation Form (SEF)</p> <p>HT advised that we do not have to have a SEF but it is good practice. When Ofsted ring, they ask if we have one, which will then be emailed through. Be ready to tell our story of our school, be up to date and evaluative – starting point last Ofsted. Should be accurate, concise and precise.</p> <p>Q What is Ever 6? A It is children who have had a FSM in the last 6 years.</p> <p>In reference to the Ofsted document the following questions were asked.</p> <p>Q What are external agencies? A SELFA and Kanga Sports</p> <p>Q Is it same SEF from September? A HT has added to it.</p> <p>Q How often should it be updated? A Minimum yearly but HT does it termly.</p>	

	<p>It's about the fact that we know our school, are we honest, do we consult, do we act on it?</p> <p>Governors to read the SEF and email HT with questions and errors.</p>	ALL
7	<p>Policies to Adopt</p> <p>A recent website audit has indicated that the complaints policy had changed. Thanks to SA for tracking down the relevant update (hard to find). Governors confirmed they were happy to adopt the two complaints policies (general complaints procedure - leaflet for complainants and general complaints procedure) which came out of another audit.</p>	
8	<p>Any other urgent matters previously notified to the Chair (if identified at item 1 above.</p> <p>Q Recent news had reported that Sats were being abolished. Any more news? A No. Q If abolished is it a problem? A No.</p>	
9	<p>Meeting closed at 20.08pm. Next extraordinary meeting is Tuesday 9th May @ 8am.</p>	

Signed as a true record Date