

# Gargrave C.E (V.C) Primary School

## Governing Body

### Minutes of Meeting of the Full Governing Body

**Date and Time:** Thursday 10<sup>th</sup> February 2022 (6.00 pm)  
**Location:** Gargrave C.E (V.C) Primary School

**Present:** Sarah Peel, Nicola Abbey, Jane Ellis, Jane Dallas, Michael Smith and Tom Finch

**Clerk:** Sallie Wareham

#### 1. Welcome and Prayer:

The Chair opened the meeting of the Gargrave C.E (V.C) School Governing Body at 6.00pm on 10<sup>th</sup> February 2022. Jane Dallas led an opening prayer.

#### 2. Apologies for Absence:

Chris Gormley and Reverend Andrew Steer. Reasons for absence consented.

#### 3. Declarations of interest for ANY items on the agenda:

None.

#### 4. Identification of confidential items to be excluded from public minutes:

Items 7,8,12 and 14 have been recorded in the confidential minutes file.

#### 5. Identification of urgent items to be included on agenda:

Sarah Peel requested that she update the governing body on a recent Data Protection review. The Chair agreed to include the update during this agenda item.

The School's GDPR policies were reviewed during a recent Information Governance Review, completed by Veritau. Several recommendations were made and these will be followed up by the school administrator and Headteacher.

Headteacher to provide an update during the next meeting.

**ACTION HEADTEACHER**

#### 6. Formal approval of minutes from 25<sup>th</sup> November 2021:

The minutes of the meeting held on 25<sup>th</sup> November 2021 were unanimously approved as a correct record of that meeting and signed by the Chair. These minutes can now be published on the website.

**ACTION SCHOOL OFFICE**

#### 7. Matters arising from previous meetings not covered elsewhere in the agenda:

Governors were reminded to write up their class visits and subject monitoring visits and share them in the shared folder on TEAMS.

The remainder of this agenda item has been recorded in the confidential minutes.

## 8. Headteacher Report

These updates and discussions are included in the confidential minutes.

## 9. Governor Visits:

Visits are planned throughout the term. Class teachers and school office have a list of dates.

## 10. School Improvement Plan

These updates and discussions are included in the confidential minutes.

## 11. Premises, Health & Safety

Sustainable energy to power the school site, is still in the early stages of investigation. School has applied for a grant of up to £10,000 (match funded) for carbon reducing initiatives. The hope is that funding is forthcoming to install a heat exchange system for ONE classroom as a trial. The remainder of any grant would be put towards a lighting sensor system along the main corridor. The purpose of the grant is two-fold in that the innovations will engage children and provide learning opportunities for them about carbon reduction.

## 12. Finance:

These updates and discussions are included in the confidential minutes.

## 13. Governor training and development:

Jane Dallas will attend training on 29<sup>th</sup> March on behalf of the governing body. The diocese are hosting “monitoring the effectiveness of your school as a Church School”. Jane Dallas to contact the school office to confirm booking arrangements. **ACTION JANE DALLAS AND SCHOOL OFFICE**

The outcomes of the recent skills audit were shared. School is a member of NGA and training resources are available to bridge gaps. Succession planning and finance continue to be areas of development for the governing body. It was agreed that an ideal candidate for the co-opted vacancy would have a business background.

There is currently one vacancy for a co-opted governor. The Headteacher has agreed to write to Skipton Building Society, Morrisons and Silver Cross to make enquiries with any interested staff members who are seeking professional development in the education sector. **ACTION HEADTEACHER**

It was agreed that Vice Chair, Tom Finch would chair the next meeting of full governors on 31<sup>st</sup> March.

## 14. Safeguarding:

These updates and discussions are included in the confidential minutes.

## 15. Policies for review and approval:

It was noted that the Anti bullying policy and the Behaviour policy were reviewed by staff during the January training day.

The following policies were reviewed and adopted:

- Anti-bullying
- Behaviour
- Medical Policy

## **16. What has been covered that impacts directly on our vision?**

- Agreement about the way ahead for the bequest funds
- Peer support and upskilling staff
- Expenditure on staffing - recognition and retention
- Creation of a nurture room
- Successful strategy meeting and visioning

## **17. Any other urgent business previously identified**

None.

## **18. Dates of future meeting**

Future meetings will be held on the following dates:

Thursday 31<sup>st</sup> March 2022

Thursday 19<sup>th</sup> May 2022

Thursday 14<sup>th</sup> July 2022

## **Close of meeting**

Chair closed the meeting at 8pm