

Gargrave C.E (V.C) Primary School

Governing Body

Minutes of Meeting of the Full Governing Body

Date and Time: 15th May 2023 at 6pm.

Location: Gargrave Primary School in Apple Classroom

Present: Sarah Peel, Natalie Dawson, Jane Ellis, Jane Dallas and Claire Davey.

Karen Taylor joined remotely for agenda item 12.

Jane Dallas left the meeting at 7:10pm

Mrs Driver joined the meeting at 6.30pm for agenda item 10.

Clerk: Sallie Wareham

1. Welcome and Prayer:

The chair opened the meeting of the Gargrave C.E (V.E) School Governing Body at 6.00pm on 15th May 2023.

2. Apologies for absence:

Apologies received from Tom Finch. Reasons for absence were consented.

Chris Cowgill and Reverend Steer were absent.

3. Declarations of interest for items on the agenda:

None

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

Item 8, part of item 9 and item 12 have been recorded in the confidential minutes file.

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

None

6. Formal approval of minutes from 22nd March 2023:

The minutes of the meeting held on 22nd March 2023 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:

Sarah Peel confirmed that Tesco have now processed the Community Award for £1000 from its "bags of help" scheme. Tesco has opened the scheme to new applications, and it was agreed that the school business manager would be asked to investigate further and apply. **ACTION SCHOOL OFFICE**

Jane Ellis confirmed that she has spoken to the Triangle Club leader and was pleased to report that the new member of staff has made a difference since starting in March. Children can access the outdoor provision more often and each child receives greater individual attention.

8. Academisation overview

This item is included in the confidential minutes.

9. Headteacher Report

The full report from Sarah Peel is available on TEAMS and was available to board members prior to the meeting.

The Headteacher reported that some members of staff are leaving to progress their career and the governors were delighted that the support and ethos of the school enables staff to achieve promotions that align with their professional ambitions. These staff members will be greatly missed and their contribution to the school was acknowledged.

The costs of transport to and from sporting events was discussed following a question from a governor. After careful reflection, the headteacher was asked to keep a careful eye on this area of expenditure.

ACTION HEADTEACHER

The remainder of this item is included in the confidential minutes.

10. School Improvement Plan

Mrs Driver gave a presentation to governors on the teaching of French within school. The governors were impressed by the software, Language Angels, and noted the high level of reporting capability that was contained within the package. This is being used particularly well when children leave the school and transition to year 7.

MFL is taught once a week in KS2 and staff will take part in refresher training in September.

11. Premises and Health and Safety

The Hopkins library has been visited by all the children but is not in regular use as furniture and landscaping are still outstanding. The school office has invited quotes from local contractors and this evaluation is still ongoing.

The action plan update in response to H and S inspection in March was shared with governors.

12. Finance

This item is included in the confidential minutes.

13. Review Governor training and development

Governors welcomed Claire Davey to the meeting and noted that she has attended part one of the new governor training and is booked on part two in July.

There is one vacancy on the board for a parent governor. The school has had no response to the recruitment efforts. The Clerk was asked to make enquiries with school governance advisers regarding the process of reconstitution. In the absence of enough willing parent governors, the governing body would like to understand options of appointing another co-opted governor or including a further Foundation governor instead.

ACTION CLERK

Jane Ellis shared her notes from the recent SIAMS inspection framework training on SharePoint before the meeting. It was suggested that training for governors and staff from the diocese would be useful to hold in September.

14. Reports on Governor Visits

Governor visits to Oak, Willow and Ash class are to be scheduled before the end of term. Governor monitoring of Maths and Writing are to be scheduled before the end of term.

15. Safeguarding

A new Smoothwall has been installed at school enabling the blocking of websites with unsuitable or inappropriate content.

The broadband provider has been changed.

16. Policies for review and approval:

The following policies were reviewed and after discussion and questions were adopted:

- Leave Policy

17. What has been covered that impacts directly on our vision?

- Governors have renewed their commitment to staff quality, retention, and morale by supporting a staffing structure that meets the needs of every child.
- Governors recognised the strong leadership provided by the class teacher during SATS..
- Governors have approved a balanced budget for 2023/24, despite financial pressures.

18. Any other urgent business previously identified

None

19. Dates of future meeting

Future meetings will be held on the following dates:

Wednesday 12th July 2023

Close of meeting

Chair closed the meeting at 8.30pm