



## Local Governing Committee meeting minutes Held on Thursday 6th October 2022 at 4pm in School.

<b>Present</b>	Rev. Katie Kirby Heather Holder-Powell Marjorie Smith (virtually, until agenda point 6) Chris Parham (Headteacher) Avril Heard - from agenda point 6
<b>In attendance</b>	Sam Newman (Governance Professional) Will Johnson (CEO)

	<b>Item</b>	<b>Person</b>
<b>1</b>	<b>Introduction, apologies and opening prayer</b> Clerk introduced everyone to the meeting, apologies were received and accepted from Mark Durman, no apologies were received from Avril Heard and Shelley Francis.	
<b>2</b>	<b>Declaration of business &amp; pecuniary interests</b> All governors were given a new declaration of pecuniary interests to fill in and return to the governance professional.	
<b>3</b>	<b>Election of Chair</b> The meeting was not quorate for the election to take place, however, a governor contacted Avril Heard, who would be attending the meeting a little later. The meeting would then be quorate for voting to take place.	
<b>4</b>	<b>Election of Vice Chair</b> The meeting was not quorate for the election to take place, however, a governor contacted Avril Heard, who would be attending the meeting a little later. The meeting would then be quorate for voting to take place.	
<b>5</b>	<b>LGC Code of Conduct</b> The Governance Professional shared the code of conduct with the governors ahead of the meeting. A governor <b>questioned</b> point 10, which states that the governors would be good employers. The question was raised that this should be the trustees, not governors.	

	<p><b>Answer:</b> The CEO stated that this would be looked into and amended if necessary.</p> <p>SN to amend and redistribute to the governors.</p>	SN
6	<p><b>Governance and board membership matters</b></p> <ul style="list-style-type: none"> <li>● <b>LGC Roles and Responsibilities</b></li> <li>● <b>Board membership</b></li> <li>● <b>Governor attendance 21/22</b></li> </ul> <p>A governor <b>asked</b> what the current situation was in regards to recruitment of governors, since there were two governors that resigned in the last academic year nothing had been done to recruit new governors.</p> <p><b>Answer:</b> The makeup of the governing body is up to the trustees to agree. If the school would like to recruit another parent governor, they would need to look at which skill sets were needed within the governing board.</p> <p>A governor <b>shared</b> that there is someone that has expressed an interest, a former parent, could this be investigated?</p> <p><b>Answer:</b> It could be explored.</p> <p>A governor <b>questioned</b> whether it was worth approaching the local secondary school for a co-opted governor?</p> <p><b>Answer:</b> This would be good.</p> <p>Action for a governor to explore Wadebridge Secondary for a potential governor.</p> <p>A governor <b>asked</b> if the canvassing of parents revealed more than one prospective governor, could the board take more than one parent?</p> <p><b>Answer:</b> The CEO shared, that due to the trust board having a bigger financial oversight within the trust, it wouldn't be a bad decision for the board to be parent heavy if required at St Issey, parents being the biggest stakeholders, therefore, sometimes the best people to challenge and ensure the school is held to account.</p> <p><u>Avril Heard joined the meeting.</u></p> <p>The governance professional <b>expressed</b> the importance of attending meetings, this is something that Ofsted are likely to question, the attendance for the previous year is always uploaded onto the schools website for public viewing.</p> <p>A governor asked if we could look at timings of the meetings, to ensure all governors have the best chance of being able to attend the meetings.</p> <ul style="list-style-type: none"> <li>● <b>Keeping Children Safe in Education 2022</b></li> </ul> <p>The CEO discussed the MAT annual training which took place recently for all staff within the MAT.</p> <p>Keeping Children Safe In Education drives the Child Protection Policy within the schools, filtering updates have been added to the policy and uploaded to the website for compliance.</p> <p>Domestic abuse section has also been included.</p> <p>The term child on child abuse replaces peer on peer abuse.</p> <p>Declaration of criminal act updated, we can now take disciplinary action if that had not been disclosed.</p>	<p>All gov's</p> <p>CP</p>
7	<p><b>Minutes and matters arising from the last meeting (07/07/22)</b></p> <p>Minutes from the previous meeting were sent out prior to the meeting.</p> <p>The governors agreed that the minutes were a true and accurate representation of the previous meeting.</p>	

	<p>One of the matters arising was for the headteacher to find out how many families there were at St Issey.</p> <p><b>Answer:</b> 60 families.</p> <p>Budget headlines discussed in the HoS report.</p>	
8	<p><b>Headteacher report, to include safeguarding &amp; Health and Safety</b></p> <p>Attendance is currently 96%, persistent absence is 17.8%.</p> <p>These figures are based on 73 pupils not 85, due to 12 pupils not being of compulsory school age.</p> <p>A governor <b>asked</b> if it would be possible for the governing board to have a list of staff members and their roles.</p> <p><b>Answer:</b> The headteacher will source this.</p> <p>The headteacher shared with governors that the child who was on a protection plan has moved out of the county again, and the headteacher remained in contact throughout the summer holidays.</p> <p>There is one PGCE student starting next week.</p> <p>St Issey were in first place at Tesco Wadebridge for the community grant prize. The aim would be to redevelop the round house with the money.</p> <p>The go kart shelter is nearing completion.</p> <p>St Issey was issued a very high water bill due to a leak in one of the toilets in the nursery.</p> <p>A governor <b>asked</b> if the schools general bill had gone up recently and if the school received any funding to help.</p> <p><b>Answer:</b> No.</p> <p>The headteacher shared with governors that a donation of £3k was given to the school, this will be put towards the new minibus for St Issey.</p> <p>The headteacher shared the sata results from last year, a very strong set of results.</p> <p>A governor <b>asked</b> what the 'full marks' was referring to?</p> <p><b>Answer:</b> The multiplication check and how many pupils got full marks.</p> <p>The multiplication check remains a focus for this academic year.</p> <p>The results were very high, proportionally it means 6 out of 7 children achieved the result.</p> <p>The expectation would be for all children to be achieving at least the national average.</p> <p>Priorities for this year include:</p> <p>Science, computing and music, multiplication checks and staff CPD.</p> <p>The school has addressed the core subjects, the tertiary layer is next.</p> <p>As a school SIS needs to be aware of who is vulnerable to underachieving.</p> <p>A governor <b>asked</b> about the staff CPD - no document addressed the staff welfare and challenged how the school supports staff welfare/wellbeing.</p> <p><b>Answer:</b> There are a lot of wellbeing strategies. The headteacher will bring this information to the next meeting.</p> <p>The MATs wellbeing strategy has a broad spectrum.</p> <p>The MAT is also offering all staff free school meals everyday until Christmas in the first instance, with the possibility of carrying it on in the new year.</p> <p>A governor <b>challenged</b> if staff wellbeing support was highlighted enough in the schools self evaluation document, stating that the natural focus would be supporting the children, how can this be communicated better to ensure anyone looking would know what the school/MAT does to support this.</p> <p>A governor <b>asked</b> about the progress scores when assessing the data summary.</p> <p><b>Answer:</b> These are progress scores, a deviation from zero, a mean average</p>	<p>CP</p> <p>CP</p>

	<p>of their scores against the national average.</p> <p>Those progress scores demonstrate the impact we have had on the children since year 2.</p> <p>Plus 5 is a large progress score.</p> <p>A governor <b>suggested</b> the statement that 'if she had stayed here for another 12 months she would have been up to the national standard.' could have been worded better, perhaps; there have been improvements to suggest that she would achieve the standard.</p> <p>A governor also <b>suggested</b> perhaps not using exclamation marks in the SEF.</p> <p>The CEO shared the finance update with the governors.</p> <p>Schools were advised to budget for 3% for teachers and support staff pay awards.</p> <p>Currently the government and unions are undecided as to what the final result will be, it is, however, likely to be significantly higher than 3%, leaving a huge gap between what was budgeted for and the actual.</p> <p>If, as predicted (a 10% rise) this would equate to an additional £82k at TLA and £10k at SIS.</p> <p>No budgets at either school are affected by this for this year, the trust is financially secure, the difficult part would be how to absorb those costs into the budget when budgeting next year.</p> <p>Advice from HR is to not do anything at present, wait for a decision to be made before moving forward.</p> <p>Performance management will happen as normal, pay increments will happen as normal, teachers will receive their pay in November.</p> <p>The costs of trips have also gone up, due to rising costs.</p> <p>The MAT does more trips than most schools, both schools agree to subsidise 50% of pupil premium children's trips, as the individual costs go up, the schools will continue to subsidise these trips.</p> <p>A governor <b>noted</b> that the residential trips are a highlight of the Venture MAT curriculum.</p> <p>St Issey will need to do some of these trips on their own due to bigger cohorts.</p> <p>A governor <b>asked</b> if there is anyone that would help to subsidise the money?</p> <p><b>Answer:</b> Some businesses do this.</p> <p>A governor <b>asked</b> if the school had tried to contact Manchester United regarding the Manchester residential trip, this could be an opportunity to get something back, both schools have been going to Old Trafford for a long time now.</p> <p><b>Answer:</b> This could be looked into.</p> <p>A governor <b>questioned</b> the parents and what the situation currently looked like for paying towards school trips.</p> <p><b>Answer:</b> It is affecting different families differently, the headteacher has supported 3 different families with food vouchers in recent weeks. Huge demographic range between wealthy and poor.</p> <p>The school will continue to ensure a flexible approach to payments.</p> <p>A governor <b>asked</b> if there was an active PTA.</p> <p><b>Answer:</b> Yes, there is.</p> <p>The CEO shared that he was part of the MAT review meeting at the end of last academic year. There was very little threat, with Venture MAT in a strong position, financially and in regards to the schools performance.</p> <p>It hinges on our MAT being involved in the MAT to MAT support.</p>	
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	<p>The CEO shared that he was currently working with a school in St Ives as a School Improvement Partner.</p> <p>A governor <b>asked</b> about only having 2 schools in the MAT and wanted to know if this was to be an issue going forward.?</p> <p><b>Answer:</b> The RSC have expressed that they are keen to establish larger MATs rather than small ones, however this was not deemed to be an imminent threat to Venture MAT.</p> <p>The future looked more set to be one with a merger, rather than additional schools joining the MAT.</p> <p>There is now a supportive relationship between TLA and SIS, several schools from the local area have already expressed the desire to look at SIS for some expertise and support.</p> <p>A governor <b>asked</b> what it is that attracts them to want to look at the school in greater detail.</p> <p><b>Answer:</b> The strongest driver would be the successful outcomes in a mixed age environment, the learning environment and placing priorities on things that others don't.</p>	
9	<p><b>School development plan 22/23 &amp; SEF</b></p> <p>Discussed in the Heads report.</p> <p>A governor <b>shared</b> their thoughts on the schools SEF and how to potentially improve it, such as; noting the extreme turnaround the school has undergone being highlighted, the number of pupils on roll moving from 29 to 100 as well as ensuring the curriculum is highlighted also.</p> <p>The headteacher shared that these would be acknowledged within the schools development plan rather than the SEF.</p> <p>A governor also <b>challenged</b> the statement regarding governance and where they as a group were, believing that this was not an accurate reflection.</p> <p>A governor also <b>expressed</b> the need to emphasise the fact that it is a church school.</p>	
10	<p><b>Governor monitoring schedule 22/23</b></p> <p>Receive reports.</p> <p>SEN visit was discussed, one question which arose was that due to the previous children with EHCPs no longer at the school, what would happen to the staff levels?</p> <p>The headteacher shared that the school was currently applying for more EHCPs for specific pupils , however if the number of EHCPs went down it could have implications for staff.</p> <p>Hayley Lowry was undertaking additional training as the Sendco for St Issey, this training is being supported by CP and The MAT's Sendco.</p> <p>SIAMS Focus - explanation of the three themes used in the christianity and multi faith syllabus ws shared with governors.</p> <p>Making sense of beliefs, making connections and understanding the impact. We talk about the text, reflect on that and how people live their lives based on that.</p> <p>Redevelopment of the roundhouse will support that.</p> <p>The safeguarding governor wondered if safeguarding activities could be more practical, focussed and grounded in detail rather than theoretical and abstract.</p> <p>The core curriculum focuses on this.</p> <p>MS to discuss her safeguarding report at the next meeting.</p> <p>A governor <b>asked</b> if parents have any say in what is taught?</p> <p><b>Answer:</b> Generally not, however they do have some input, for example RSE.</p>	

	<p>IT amnesty, a proactive way of safeguarding.</p> <p>Children bring their devices in and log onto the schools network, talk about what they are doing on a trusted network.</p> <p>Checking for privacy settings, making sure they are as safe as can be.</p> <p>Pupil voice afternoons will be happening every term.</p> <p>Safeguarding and mental health focus.</p>	
11	<p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>Keeping Children Safe in Education (training)</li> </ul> <p>Meeting time committed to doing it together. Commit 45 minutes of the next meeting.</p>	
12	<p><b>Policies</b></p> <ul style="list-style-type: none"> <li>Child Protection, Safeguarding and Keeping Children Safe in Education</li> <li>Child on child abuse</li> <li>Behaviour</li> <li>SEN policy</li> </ul> <p>Governors are happy to adopt the policies which were already approved.</p>	
13	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>NGA Learning Link</li> </ul>	
14	<p><b>Summary of actions/information required from trustees.</b></p> <p>As much information on finance for potential effect on the budget going forward.</p> <p>Election, Ofsted preparation and training.</p>	
15	<b>Confidential matters</b>	
16	<p><b>Dates &amp; times of future meetings</b></p> <p>26th January. Will book a date between now and then for the training update, alongside this will be an EXT meeting where the board will elect a Chair and Vice Chair.</p>	
17	<p><b>Closing prayer</b></p> <p>Rev Katie Kirby led the governors in the closing prayer.</p>	

Agenda point	Action	Person
5	SN to amend the code of conduct accordingly and redistribute to governors.	SN
6	A governor to approach Wadebridge Secondary School for a potential governor.	All gov's
6	CP to look at time/day for future meetings.	CP
8	Headteacher to bring information regarding supporting the staff wellbeing to the next meeting.	CP

Meeting closed by the clerk at 6:08pm

Signed as an accurate record.....

Print name.....

Date.....

Please note that these are draft minutes until signed off by the Chair at the next meeting