

MINUTES OF FULL GOVERNORS MEETING
Held on Tuesday 4th April 2017
Portland Road Site

Present: Jeff Nixon (Chair) Maddie Southern
 Shahena Bashir (Vice Chair) Lisa Marshall
 Sarah Shaw Jo Corbett
 Stephen Terry David Swindells
 Nicole Reeves Mike Lawson
 Louise Wilkinson Ian Nicholls
 Charlotte Freeman (Clerk – minutes)

JN welcomed the new Parent Governor, Louise Wilkinson and new Co-opted Governor Ian Nicholls.

1. Apologies for absence

Apologies were received from Mark Drayton.

2. Notification of any urgent business

Written resignation has been received from Jo French – this is with immediate effect releasing a vacancy for a Co-opted Governor. Mark Drayton is looking through the expressions of interest already held on file to see if the required skills set for the vacancy is available.

The Terms of Office for Stephen Terry, Lisa Marshall, Shahena Bashir and Mark Drayton are coming to an end in June 2017. JN received full support to this recommendation to extend these. CF agreed to liaise with Governor Support to process this.

3. Declaration of Interest

None declared for the meeting.

4. Minutes of the last meeting/matters arising

The minutes were reviewed and agreed from the previous meeting held on Tuesday 7th February 2017. Signed copy kept on file.

Actions within the minutes were marked as completed.

UNICEF Award – DS and NR reported back to the FGB. Having audited the requirements, a concern remains about the amount of work involved in ensuring that values, which are currently already in place across the school, are actually fully embedded. Indeed, it was felt this would be a significant duplication of effort for the school.

Maths Leader TLR – Having jointly appointed to the role the school must ask for support from the FGB in order to make an honorarium to boost this. The sum added to each employee otherwise would be minimal for the role itself once split. Full support was received to progress through Human Resources with this.

5. Reports from committees

- **Chairs of Committees** held on 06.03.17.

Governor's raised their concerns regarding school funding and that the reality should be clearly communicated on to parents. This would need to be done carefully, so the approach to report on changes only once they had been made was agreed for parents to see the direct effects – keeping this factual and in black and white.

It was agreed to add 'Key Messages Documents' to the agenda for the next Chairs of Committees agenda.

- **Safeguarding Board** held on 23.03.17.

Both sets of minutes were agreed as a true account of each meeting.

6. Monitoring Reports

- **Leadership and Management** monitoring reports.

- **Curriculum and Outcomes** monitoring reports.

All monitoring reports were fed back to the FGB.

7. Parent Council Meetings

Minutes were reviewed.

Concerns raised over the secondary transfer next year from HR were discussed. The vulnerability of the children having always been the oldest throughout the school is being carefully considered and involvement with older children at the PR site and other schools is underway.

All Governors were invited to attend future meetings should they wish to.

8. Policies

The Visitors and Volunteer's Policy was ratified.

The Flexible Working/Job Share Policy was ratified.

9. AOB/ Date of next meeting: **Tuesday 23rd May 2017, 6pm** – to include Head's Report.

Road Safety – IN suggested the possibility of School Road becoming a one way road to ease traffic congestion and improve road safety outside the school. IN agreed to look into this further.