

**GREAT
TORRINGTON
SCHOOL**

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GOVERNORS' BOARD MEETING

Date	Monday, 13 th October 2014	Time / Location	* 4.30 for Presentation *5:00 pm L5
Potential Attendees	Initials	Position	Comments
Michael Bamborough	MB	Member Appointed Governor	Present
Sarah Almey	SA	Member Appointed Governor	Present
Tracey Amos	TA	Head Teacher	Present
Sue Bates	SB	Parent Governor	Present
Laraine Bridger	LB	Parent Governor	Present
David Cobbledick	DC	Member Appointed Governor	Apologies
Vacancy		Parent Governor x 2	-
Pat Grimwood-Taylor	PGT	Member Appointed Governor	Present
Vacancy		Staff Governor (Non Teaching)	-
Hannah Pettifer	HP	Staff Governor (Teaching)	Present
Karen Reeves	KR	Parent Governor	Present
Jo Simpson	JSi	Co-opted Governor	Apologies
Peter Villiers	PV	Co-opted Governor	Present
Vacancy		Member Appointed Governor	-
Jacqui Whiteman	JSW	Non Governor - Visitor (Deputy Headteacher)	Apologies
Vacancy		Co-opted Governor	-
Rose Elliott	RE	Clerk to Governing Board	Present

MINUTES

	Presentation *4.30pm – 5.00pm	Exam results were covered in the Report of the Headteacher. The presentation given to Teaching & Learning Committee by JSW can be made available to all governors by e-mail.	I
2014-15/ GOV/01	Apologies	Apologies were received from DC and JS [work related]; these were sanctioned. The Clerk apologised for arriving late due to transport difficulties.	I D I
2014-15/ GOV/02	Election of Chair and Vice Chair	The Clerk requested nominations for Chair for the year. SB nominated PJV who confirmed he was willing to serve. LB seconded the nomination and PJV was elected.	I D

		The Clerk requested nominations for Vice Chair for the year. SA nominated MB who confirmed he was willing to serve. LB seconded the nomination and MB was elected as Vice Chairman.	I D
2014-15/ GOV/03	Conflicts of Interest	None stated.	I
2014-15/ GOV/04	Governor Matters	It was reported that Marten Gallagher has resigned as a governor, he will be missed. Annual confirmation of Governor's declaration forms, business interest forms, Governor statements and code of conduct sheets; these forms are to be signed this month by all Governors, the Clerk will send out as they were not available this evening. The Governors meetings calendar, sent in advance, was approved for 2014-15. The Governors Annual Cycle 2014-15 was approved. Committee Membership was discussed. It was agreed that KR will serve on the Teaching & Learning Committee and PGT will move from T & L to Personnel. It was confirmed that the Chair of Governors has a seat on each Committee.	I I D D D
2014-15/ GOV/05	Policies for Adoption	No.8 Behaviour Policy is deferred to the next T&L meeting.	I
2014-15/ GOV/06	Minutes of the Last Meetings	PGT proposed the Minutes of the meetings held on 14th July 2014 should be agreed as a true record, SA seconded; the proposal was agreed.	D
2014-15/ GOV/07	Matters Arising not on the Agenda	None.	I
2014-15/ GOV/08	Minutes of Committee Meetings	Teaching & Learning. No matters arising not on the agenda. Personnel. Minutes had not been received in advance other than by MB. Arising PJV will be a member of the Pay Review Committee meeting on 20 th October at 2.00pm. Premises and Finance. LB reported in the absence of DC.	I I I
2014-15/ GOV/09	Decisions and Recommendations from Committees	LB proposed the recommendations from Finance Committee should be agreed as shown below: Bank- to continue with Lloyds Bank, Accountants – to continue with Bishop Fleming Internal Audit - to continue with Devon audit Practice in the role previously described as Responsible Officer, Insurance – to continue with Marsh. PGT seconded and the proposal was agreed. Terms of Reference from each Committee were recommended for adoption; these were all agreed for adoption. T&L The Educational Visit request was considered. Governors asked questions and exchanged views. It was decided that whilst opportunities for pupils are to be encouraged it was not appropriate to agree to the proposed trip at this time, for a number of reasons, but	D D D

		that other, less financially risky, ways of recruiting pupils to take up Drama should be pursued if the opportunity presents.	
2014-15/ GOV/10	Ofsted Subject Inspection, Maths	TRA reported that the outcome of the recent inspection was that we have been deemed “Good” with particular strengths. This is a reward for the work of both our new team leader, who commenced after Easter, and two new members of staff. Pointers have been given for ways to further enhance our provision of the subject. The Inspector commented on the high communication levels of year 7&8 groups and asked to be shown our LBacc . He was very impressed and asked to return to view progress at a later date. This was a difficult period for us all coming at a particularly busy time but our staff responded well to the challenge. It was a strong outcome and we have learned a lot from the experience which can be applied in Maths and elsewhere.	I I I
2014-15/ GOV/11	Report of the Headteacher	TRA gave a summary of her full written report which will be sent to all governors and attached to these minutes. Exam results have been explained and TRA will be available to answer any questions that governors might wish to pose. We should be in a position to sustain these levels for the next two years but after that time there will be further changes to which we shall have to adapt and decisions to make regarding those changes. There will be a discussion at a later meeting, but before June, on the question raised therein regarding the format of our data for publication in the performance tables in respect of our current Yr. 10 in 2016. Our behaviour data is very positive; there have been no permanent exclusions and our attendance figures are the best we have ever had with Yr.7 at 96.5 and Yr. 11 at 95.7. Pupil numbers were 752 last year and 722 this year so there has been a massive impact on our funding arrangements. We have been invited to present at the National SSAT Conference in early December, both on our LBacc and our Professional Development Provision; this is a huge accolade for such a small school and will involve 4 SLT members.	I I I I I
2014-15/ GOV/12	Internal Audit Report 2013 Audit Plan 2014	Copies of these documents had been received by Governors.	I
2014-15/ GOV/13	f40 Executive Committee Minute 6	MB referred to the minute extract and also committed to send to all governors a copy of a letter to Lord Nash from concerned governors of Oxford along with his response.	I
2014-15/ GOV/14	Governor Training	PJV reported that he had attended a session on the subjects of Consortia and Finances thereof in S Devon recently.	I
2014-15/ GOV/15	Items Brought Forward Through the Chairman	PGT wished to continue to pursue ways of publicising the successes of GTS both in the local community and through local media.	I

		<p>KR wished to ask the HT to convey thanks to all the staff on the achievements of the pupils in their examinations and to the Maths team regarding the outcome of their recent inspection.</p> <p>TRA apologised and left at 6.05 to join the candidates for the Asst. HT INCo post. Governors followed at the close of the meeting.</p>	<p>T T I</p>
2014-15/ GOV/16	Dates & Times of Meetings	<p style="text-align: center;">2014</p> <p>Teaching & Learning, Meeting Room 1, Monday 24th November at 5.00 pm</p> <p>Personnel, HT's Office, Tuesday 25th November at 5.00 pm</p> <p>Premises/Finance, HT's Office, Monday 1st Dec at 5.00pm</p> <p>Full Governors' Meeting, L5, Monday 8th December at 5.00pm, preceded by a presentation at 4.30pm.</p>	<p>I</p>

The meeting closed at 6.15 pm