



GREAT TORRINGTON SCHOOL
Academy Trust

Company Number 769819. A Company Limited by Guarantee, Registered in England

<u>GOVERNORS' BOARD MEETING</u>			
Date	Monday, 16th July 2012	Time / Location	5:00 pm L7
Potential Attendees	Initials	Position	Comments
Michael Bamborough	MB	Governor (Chairman)	Present
Sarah Almey	SA	Parent Governor (Vice Chair)	Present
Tracey Amos	TA	Staff Governor (Head Teacher)	Present
David Cobbledick	DC	Governor	Present
Marten Gallagher	MG	Parent Governor	Present
Pat Grimwood-Taylor	PGT	Governor	Present
Amanda Hornsby	AH	Staff Governor (Non Teaching)	Present
Lorraine Kenneally	LK	Parent Governor	Apologies
Vacancy		Governor	
Mark Pluckrose	MP	Staff Governor (Teaching)	Present
Richard Rumbold	RR	Governor	Present
Jo Simpson	JSi	Governor	Present
Solomon Singh	SSi	Governor	Present
Jo-Anne Stevens	JSt	Parent Governor	Present
Sam Stocker	SSt	Governor	Present
Tim Watson	TW	Governor	Apologies
Rose Elliott	RE	Clerk to Governing Body	Present

MINUTES

2011-12/ GOV/63	Apologies	Apologies had been received from LK and TW; these were sanctioned.	D
2011-12/ GOV/64	Conflicts of Interest	None declared.	I
2011-12/ GOV/65	Governor Matters	MB advised governors that he had received the resignation of Jacqueline McLean, effective from 9 th July.	I
2011-12/ GOV/66	Minutes of the Last Meeting and Matters Arising not on the Agenda	<p>Minutes of the meeting held on 11th June 2012 were agreed as a true record, and signed.</p> <p>Arising. 2011-12/GOV/58 As this is the meeting following receipt of the final Ofsted Report MG proposed that formal congratulations be offered to the Headteacher and all staff on the successful outcome of the inspection and thanks for the hard work that they continue to put in to make our school a success. This was seconded [SSi] and agreed.</p> <p>2011-12/GOV/59. Staff continued to liaise with parents who had concerns about the vertical tutoring system until these were resolved as far as was reasonable.</p> <p>Pupils have been spending time in their new tutor groups and already there is positive feedback of interactions. TRA quoted the example of a Yr7 parent commenting on her child's thoughts on</p>	D D

		options and careers after listening and talking to a pupil in a higher year group.	
2011-12/ GOV/67	Minutes of Committee Meetings	<p>It was noted that draft Premises & Finance minutes were not available until today.</p> <p>SA reported that Curriculum had yet to hold their cancelled meeting however scheduled meetings will recommence in the new academic year.</p> <p>Personnel. As reported in the minutes.</p> <p>Premises. The reception roof is now leak proof and the system used is one that we would wish to use in the future.</p> <p>Unfortunately the bid for finance for the dining hall redevelopment was unsuccessful. However, funding has been made available to replace all the old wooden framed, single glazed windows in the school. However, because of our bid for the dining hall the large windows were not included within the plan. The recommendation from the Finance Committee was that the dining hall windows be included in the windows replacement plan and any difference between the grant and the final cost be funded from our budget; this was accepted. Other projects and policies information were noted.</p> <p>Finance. DC explained the latest situation regarding Rok and that our solicitor had been instructed to respond to the Administrator. Governors were given the opportunity to ask questions, these were answered in full. The spending and policy decisions were reported [DC] and noted [All].</p>	
2011-12/ GOV/68	Budget 2012-13	<p>It was noted that the budget was recommended for approval by the Finance Committee. Copies of the proposal were available at the meeting. It was therefore proposed by MG that the budget should be adopted in principle subject to any view to the contrary being expressed to MB by Friday 20th; queries to be raised with DC by e-mail. The proposal was seconded and agreed.</p>	D
2011-12/ GOV/69	Staffroom Upgrade	<p>It was noted that this had been discussed but left unresolved by the Finance Committee. The second quotation was received at 4.30 pm today. TRA described the plans in general terms namely to create a flexible space with better facilities provided, using funds that will cease to be available in the future. As the best time to complete the work is during the summer break it was decided to delegate the final decision to TRA, MB and DC once they had been able to fully review the situation.</p>	I D
2011-12/ GOV/70	Policy Documents	<p>Noted the Lettings Policy had been approved by Finance Committee.</p> <p>The Whistleblowing Policy has references to DCC so it will need revision before being suitable for adoption by an Academy; it will come to a future meeting.</p>	I
2011-12/ GOV/71	School Improvement Plan	<p>TRA reported that the previous plan will be brought to full governors for signing off early next term when the new plan will also be presented for adoption.</p> <p>TRA had sent out her report in advance of the meeting. This was reviewed in detail, governors took the opportunity to ask questions; these were answered in full by TRA.</p>	I

2011-12/ GOV/72	Items Brought Forward Through the Chairman	<p>MB gave out papers referring to the Facilities Agreement. After providing general information on the topic for the new governors and opening up the floor for discussion, it was proposed, seconded and agreed to accept the proposal to join the scheme under Option 3.</p> <p>MG referred to the fact that briefing and supporting papers do not reach him as he would wish. MB responded that this would be addressed and the Secretary was instructed to ensure that all relevant papers be forwarded in accordance with the established guidelines.</p> <p>It was also noted that there is insufficient time between the Committee meetings and the FGB for the minutes to be prepared and circulated in accordance with the established guidelines. Therefore, it was proposed that the gap between the last Committee meeting and the FGB be increased. However, although this is not possible for the coming year it will be addressed when drawing up the programme for subsequent years.</p>	D I
2011-12/ GOV/73	Dates & Times of Next Meetings	<p>The calendar of meetings for 2012-13 had been sent out in advance of the meeting. It was agreed that this should be adopted. Therefore the next meetings will be as follows:-</p> <p>Curriculum, Meeting Room 1, Monday 17th September 2012 at 5.00 pm</p> <p>Personnel, HT's Office, Tuesday 18th September 2012 at 5.00 pm</p> <p>Premises/Finance, Meeting Room 1, Monday 24th September 2012 at 5.00pm</p> <p>Full Governors' Meeting, L7, Monday 1st October 2012 at 5.00pm, preceded by a presentation at 4.30pm.</p>	D

Approved as a true and accurate record of the Meeting held on 16th July 2012

..... M Bamborough, Chairman