



**GREAT TORRINGTON SCHOOL**  
Academy Trust

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<b><u>GOVERNORS' BOARD MEETING</u></b>			
			*Presentation 4.30 pm
Date	Monday, 21 <sup>st</sup> January 2013	Time / Location	Improvement Plan <b>5:00 pm *</b> <b>L5</b>
Potential Attendees	Initials	Position	Comments
<b>Michael Bamborough</b>	MB	Member Governor (Chairman)	Present
<b>Sarah Almey</b>	SA	Parent Governor (Vice Chair)	Present
<b>Tracey Amos</b>	TA	Member Governor (Head Teacher)	Present
<b>David Cobbledick</b>	DC	Member Governor	Present
<b>Marten Gallagher</b>	MG	Parent Governor	Absent
<b>Pat Grimwood-Taylor</b>	PGT	Co-opted Governor	Present
<b>Amanda Hornsby</b>	AH	Staff Governor (Non Teaching)	Present
<b>Lorraine Kenneally</b>	LK	Parent Governor	Present
<b>Vacancy</b>		Co-opted Governor	-----
<b>Mark Pluckrose</b>	MP	Staff Governor (Teaching)	Present
<b>Richard Rumbold</b>	RR	Member Appointed Governor	Resigned
<b>Jo Simpson</b>	JSi	Co-opted Governor	Apologies
<b>Solomon Singh</b>	SSi	Member Appointed Governor	Present
<b>Jo-Anne Stevens</b>	JSt	Parent Governor	Apologies
<b>Sam Stocker</b>	SSt	Member Appointed Governor	Resigned
<b>Tim Watson</b>	TW	Member Appointed Governor	Present
<b>Jacqui Whiteman</b>	JSW	SLT Member - Non Governor (Deputy HT)	Did not attend
<b>Rose Elliott</b>	RE	Clerk to Governing Board	Present

**MINUTES**

The meeting was preceded by a Presentation of the GTS [Draft] Improvement Plan by TRA, see separate Note.

2012-13/ GOV/32	<b>Apologies</b>	Apologies had been received from JSi and JSt [ill health]; these were sanctioned.	<b>D</b>
2012-13/ GOV/33	<b>Conflicts of Interest</b>	None declared.	<b>I</b>
2012-13/ GOV/34	<b>Minutes of the Last Meeting</b>	Minutes of the meetings held on 19 <sup>th</sup> November and 11 <sup>th</sup> December were, agreed and signed as a true record.	<b>D</b> <b>D</b>
2012-13/ GOV/35	<b>Matters Arising not on the Agenda</b>	2012-13/GOV/17 It was noted that the Governors Handbook had been sent out. If any Governor would like further information will they please request it? 2012-13/GOV/18 4. Confirmation has been received of the amendment to the Articles. 2012-13/GOV/22 Dress Code. ABL and AD are following this up with	<b>I</b> <b>I</b> <b>I</b>

		the staff. 2012-13/GOV/26 6. Russian Space Master Class invitation will be followed through with the possibility of involving our feeder primary schools; target date 2015 as Swaziland planned for 2014.	I
2012-13/ GOV/36	<b>Minutes of Committee Meetings</b>	<b>Curriculum.</b> SA said JSW had given the Committee a really good vision of how the school is planning to move forward into the future. The presentations were very interesting; there were no questions. <b>Personnel.</b> MB mentioned the follow up to the receipt of the letter from Foot Anstey; TW added that the sending of such a letter is not an unusual occurrence. <b>Premises.</b> MB gave a summary of the situation of the water supply to the gym. <b>Finance.</b> Governors agreed to the delegation of decision making suggested by the Committee regarding the water. It was noted that there are currently no plans to amend the contract for catering services.	I I I D I
2012-13/ GOV/37	<b>Policy Documents</b>	MB reported that JSW has written a revised Equality Policy which is currently going through the consultation process. A document for approval will come to a future meeting through the Personnel Committee.	I
2012-13/ GOV/38	<b>Free School</b>	TRA reported news she had gleaned mainly from the internet. A Headteacher has been appointed. There does not appear to be a confirmed site, the HT is working from an office at Atlantic Village. We have no news of the public consultation meeting which is required in the process; however a Headteacher in Cornwall has received a letter seeking to arrange a meeting so TRA expects to receive a similar letter soon. There is an advertising banner on the roadside outside a Bideford supermarket. It is understood registration may not be high as they now are considering registrations for YR8s.	I
2012-13/ GOV/39	<b>Report of the Headteacher/Improvement Plan</b>	TRA had sent out her report in advance of the meeting. Each section was reviewed allowing for questions. <b>Interventions.</b> Many of our interventions have already shown responses from pupils who have made clear progress so these interventions have ceased and resources have been redirected. TRA feels in spite of our efforts we are currently a little below our targets. In answer to a question TRA stated increasing the number of A* is a focus for Department Heads and subject teachers; questioning techniques will help with that. <b>Behaviour and Attendance.</b> TRA reports no issues with attendance or exclusions. Some behaviour problems have presented these are being addressed and things are going in the right direction. <b>Pupil Numbers.</b> These are going down, we are addressing through advertising and raising our profile in the local press and there remains a possibility of extending transport arrangements.	I I I
2012-13/ GOV/40	<b>Frequency of Meetings</b>	It was noted from Committee Minutes that we do not need to change the frequency at this time.	I
2012-13/ GOV/41	<b>Governor Training</b>	MB gave a reminder of the GEL site address <a href="http://www.elc-gel.org">www.elc-gel.org</a> , information on Babcock and other available courses. When Governors complete online training will they please print their	I All

		certificate and send a copy to the Clerk at the School address. Babcock courses are also recommended, especially to new Governors, these are usually at no extra cost to the School because we subscribed to the Governor Support service. DC gave further information of the date for the first Bishop Fleming financial training workshop. It was agreed amongst those present who were expecting to attend that this should take place on Wednesday 20 <sup>th</sup> March at either 2-5pm or 3-6pm. Places are reserved for the Audit Committee and MB plus SLT members.	I  I MG,PAT, TW, MB, JSW+
2012-13/ GOV/42	<b>Resignations</b>	MB has received the resignation of Sam Stocker who stated she was sad to sever her relationship with GTS after so many years. MB has sent her a letter of thanks. MB has also received the resignation of Richard Rumbold who finds it necessary to reduce his commitments due to ill health. Richard has been a Governor for many years and we are very sad to lose both of these Governors. MB visited RR and thanked him personally for his support of and involvement with GTS. MB asked Governors to give him the names of any potential candidates they consider suitable to join the Governing Body. MB suggested one possibility.	I T  I T  All
2012-13/ GOV/43	<b>Parent Forum</b>	With the resignation of Sam Stocker we need a replacement volunteer to be the FGB liaison Governor to the Parent Forum; MB will add this to his responsibilities if no one available at present. LK volunteered. MB will send her the contact details.	I LK MB
2012-13/ GOV/44	<b>H&amp;S Representative</b>	With the resignation of Richard Rumbold we need a volunteer to be the H&S Governor. DC volunteered.	I DC
2012-13/ GOV/45	<b>Water System</b>	This was covered in item 36 above.	I
2012-13/ GOV/46	<b>Members AGM</b>	The Minutes of the AGM had been sent to all Governors prior to the meeting the decisions of the Members have been noted.	I
2012-13/ GOV/47	<b>Items Brought Forward Through the Chairman</b>	MB asked governors to note that severe weather information is available on our website and that we would only close as a last resort.	I
2012-13/ GOV/48	<b>Dates &amp; Times of Meetings</b>	<b>2013</b> Curriculum, Meeting Room 1, Monday 11 <sup>th</sup> March at 5.00 pm Personnel, HT's Office, Tuesday 12 <sup>th</sup> March at 5.00 pm Premises/Finance, Meeting Room 1, Monday 18 <sup>th</sup> March at 5.00pm Full Governors' Meeting, L5, Monday 25 <sup>th</sup> March at 5.00pm, preceded by a presentation at 4.30pm.	I

The meeting closed at 6.05 pm