

## GOVERNING BODY MEETING, Monday, 23<sup>rd</sup> May 2016



Potential Attendees	Initials	Position	Comments
Peter Villiers	PJV	Co-opted Governor (Chairman of Governors)	Present
Sarah Almey	SA	Member Appointed Governor	Present
Tracey Amos	TRA	Head Teacher	Present
Laraine Bridger	LB	Parent Governor	Apologies
Pat Grimwood-Taylor	PGT	Member Appointed Governor	Apologies
Robert Hemsworth	RH	Parent Governor	Present
Paul Jarrett	PJ	Co-opted Governor	Present
Ian Newberry	IN	Parent Governor	Present
Hannah Pettifer	HP	Staff Governor (Non Teaching)	Present
Karen Reeves	KR	Parent Governor	Present
Simon Robilliard	SR	Staff Governor (Teaching)	Present
Jacqui Whiteman	JSW	Deputy Headteacher (Non Governor)	-
Lesley Wall	LW	Co-opted Governor	Present
Vacancy x 3		Member Appointed Governor	-
Vacancy x 1		Parent Governor	-
Andrew Bloodworth	ABL	SLT Member	
Rose Elliott	RE	Clerk to Governing Board	Present

### GREAT TORRINGTON SCHOOL

#### Academy Trust

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# MINUTES

2015-16/ GOV/44	<b>Apologies</b>	Apologies were received in advance of the meeting from PGT and LB. SA had apologised that she might be late; these absences were sanctioned. TRA was delayed but Andrew Bloodworth took the opportunity to give his termly safeguarding report. Copy on file.	I, D 
2015-16/ GOV/44a	<b>Safeguarding Report</b>	We attend all core groups, courses and conferences, in general these are not well attended by other agencies. Governors asked if there was a problem with the system regarding the non-attendance at MASH meetings of many of the other organisations? ABL is following this up but thanked the governors for offering to send a letter. Exclusions; this is up because we are determined to manage issues in the appropriate way. The sooner new pupils learn to come up to our expectations the better for us all. However there have been no permanent exclusions. PJ mentions the social norm; there is a short discussion	     

		<p>RH commented that the presentation on e-safety; which was unfortunately poorly attended by parents, was the most thought provoking thing he had been involved in as a parent.</p> <p>KR mentioned the power point training session for new employees, ABL thanked her for her comment; he will lead the GTS training for all staff.</p> <p>When asked by PJV if he is happy with the safeguarding situation ABL replied he is happy we are doing the best job we can at GTS. He added that the risk level throughout the world is rising quickly and dramatically therefore it is difficult to keep up.</p> <p style="text-align: center;">TRA arrives 5.25pm</p> <p>ABL recommends the Children in Care Policy that was deferred from the last meeting. He shows it on the screen. RH volunteers to be the designated governor for children in care. PJV also wishes to take an interest; the pair will arrange to meet with ABL and probably Helen Whiterod. Governors agree to adopt the policy as proposed.</p> <p>Thanks to ABL for his detailed report.</p>	<p>I,T</p> <p>C</p> <p>I</p> <p>I</p> <p>RH</p> <p>PJV</p> <p>D</p> <p>T</p>
2015-16/ GOV/45	<b>Conflicts of Interest</b>	None declared for this meeting and no changes to declarations already made.	I
2015-16/ GOV/46	<b>Minutes of the Last Meeting</b>	The Minutes for the meetings held on 24 <sup>th</sup> January and on 11 <sup>th</sup> April 2016 were both agreed as true records and signed by PJV. The meeting of the 6 <sup>th</sup> May was confirmed as just a briefing day and not a formal meeting of the Governing Body.	D
2015-16/ GOV/47	<b>Matters Arising not on the Agenda</b>	Minute 2015-16/GOV/36. Governor Training Day. PJV had hoped to arrange a date for another session; however PJV and PJ each suggested that this would now be more appropriate if held after the MAT was formed. This was agreed.	I
2015-16/ GOV/48	<b>Decisions and Recommendations from Committees</b>	<p><b>Teaching and Learning.</b> As seen, no recommendations to consider.</p> <p><b>Personnel.</b> As minutes; latest HR update to the <b>Redundancy Policy</b> [adapted for GTS] proposed for adoption by IN from this meeting. Governors agreed to adopt the policy.</p> <p><b>Premises.</b> Once again CIF bid unsuccessful [see item 51 below]. Quotes for the planned refurbishment of the library were reported as too high to be internally funded; therefore a reduced plan was proposed to Finance along with the demolition of the Hardy Centre mobile.</p> <p><b>Finance.</b> The recommendations from Premises had been agreed. PJ stated the original planned budget for 2015-16 was set with an in year deficit of £110k. This had since been driven up to £223k but at the last review before half term it had been reduced to a £143k deficit. Furthermore there are a number of cost centres that may not be fully spent up so he expects the year end figure to be back much nearer the £110k deficit. PJ says a big well done to the staff of the school for continuing to maintain quality while their number</p>	<p>I</p> <p>R</p> <p>D</p> <p>I</p> <p>I</p> <p>I</p>

		<p>is reducing, and to the management of the same. Costs are increasing at the same time as the impact of the falling roll so it remains very difficult to keep pace with the changing situation. TRA adds that although there appears to have been quite a turnover of staff this is in fact mainly due to sickness and maternity cover instances.</p> <p>Governors asked about expected pupil numbers for next year. These are projected at 20 more than we were expecting and as the last year of a net loss. A number of pupils who have elected to join us have addresses from the Bideford area. These are currently showing a negative impact on our predicted data, particularly in Yr.9. However we continue to work with this particularly challenging group reviewing our processes as we go. PJ says that we have had resources behind us but have been careful to use this wisely to weather the storm. TRA adds staff unions are feeling positive in that we have not had to go through a redundancy nominations process to manage the situation to date.</p>	<p>I</p> <p>I</p>
2015-16/ GOV/49	<b>Prevent</b>	<b>Prevent.</b> It was agreed that if necessary this could be readdressed after the WRAP training that now scheduled for 15 <sup>th</sup> June. SA arrives 5.50 pm	<b>D</b> <b>I</b>
2015-16/ GOV/50	<b>MAT</b>	<p>Things have moved on since the briefing for governors held on 6<sup>th</sup> May. Proposals had been made for governors to consider whether or not they wished to put themselves forward today for membership of a MAT working party to take the process forward, in cooperation with other potential member schools. Up to 3 volunteers had been requested.</p> <p>LW had some questions regarding the process for example regarding the vision and a memorandum of understanding. However she was advised that it will be for the working party to consider these matters once formed. TRA and the other HTs had spent many hours working on a joint statement and they propose to have an open meeting on the same day as an announcement is made. LW proposes we have the possibility to go slower. After a short discussion this proposal was not seconded. TRA says she proposes advising the staff tomorrow and then sending out a letter to parents. Following these two statements formal consultation period will commence after half term. After the consultation the matter comes back to governing bodies for a decision to be made on whether or not to proceed.</p> <p>HP asked a question about legal fees this was answered by TRA. The meeting moved into Part 2. IN, PJ, PJV, HP and SR expressed an interest in the working party however it was felt that this would be difficult for staff to fulfil this role. SR said he would do whatever was useful in any way to achieve the objective.</p> <p>PJV asked each governor in turn where they saw themselves fitting in the future should this go ahead. Regarding the potential new structure in the MAT IN, PJ and PJV preferred to join the second tier; HP, RH, LW and SR the third tier. Liaison with PGT and LB will be held outside of this meeting to achieve a speedy response. [Note LB preferred to join the third tier]</p>	<p>I</p> <p>I</p> <p>I</p> <p>I</p>

2015-16/ GOV/51	<b>Buildings</b>	TRA sought volunteers from governors to take a fresh look at the situation. RH, HP and LW put themselves forward. TRA will confirm the scope of the problem(s) and provide information on the case so far to seek to avoid going over old ground.	<b>TRA, RH, HP,L W</b>
2015-16/ GOV/52	<b>Buses</b>	The meeting moved into Part 2.	<b>I</b>
2015-16/ GOV/53	<b>Governor Matters</b>	PJV advised Governors that he had received resignations from SA and KR effective at the end of this school year. Action on replacing these governors is postponed for the present in light of the MAT proposal. TRA will make arrangements with HROne for Governor Training as recommended by Personnel Committee.2015-16/GOV/33.	<b>I  TRA</b>
2015-16/ GOV/54	<b>Policies for Review</b>	.The <b>Children in Care Policy</b> was agreed in item 44a above. The <b>Redundancy Policy</b> was agreed by all in item 48 [Personnel] above.	<b>I I</b>
2015-16/ GOV/55	<b>Items Brought Forward Through the Chairman</b>	Are there any developments to report on the DofE and 10 Tors for next year? Not at present. PJ asks if there are any specific areas governors not on the finance committee feel should be included in a future audit. There were none put forward by Finance nor in this FGB meeting.	<b>I I</b>
2015-16/ GOV/56	<b>Dates &amp; Times of Meetings</b>	<b>2016</b> <b>Teaching &amp; Learning</b> , Monday <b>27<sup>th</sup> June</b> at 5.00 pm MR 1, <b>Personnel</b> , Tuesday <b>28<sup>th</sup> June</b> at 5.00 pm, HT's Office, <b>Premises/Finance</b> , Monday 4 <sup>th</sup> <b>July</b> 5.00pm, HT's Office, <b>Full Governors' Meeting</b> , L5, Monday <b>7<sup>th</sup> July</b> at 5.00pm.	<b>All To note</b>

The meeting closed at 7.35 pm