



**GREAT TORRINGTON SCHOOL**  
Academy Trust

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

<b><u>GOVERNORS' BOARD MEETING</u></b>			
<b>Date</b>	Monday, 25 <sup>th</sup> March 2013	<b>Time / Location</b>	<b>5:00 pm L5</b>
<b>Potential Attendees</b>	<b>Initials</b>	<b>Position</b>	<b>Comments</b>
<b>Sarah Almey</b>	SA	Parent Governor (Vice Chair)	Apologies
<b>Tracey Amos</b>	TA	Member Governor (Head Teacher)	Present
<b>Michael Bamborough</b>	MB	Member Governor (Chairman)	Present
<b>David Cobbledick</b>	DC	Member Governor	Present
<b>Marten Gallagher</b>	MG	Parent Governor	Apologies
<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	Vice JMcl
<b>Mark Pluckrose</b>	MP	Staff Governor (Teaching)	Present
<b>Vacancy</b>		Member Appointed Governor	Vice RR
<b>Jo Simpson</b>	JSi	Co-opted Governor	Present
<b>Solomon Singh</b>	SSi	Member Appointed Governor	Absent
<b>Jo-Anne Stevens</b>	JSt	Parent Governor	Resigned
<b>Vacancy</b>		Member Appointed Governor	Vice SSt
<b>Tim Watson</b>	TW	Member Governor	Apologies
<b>Jacqui Whiteman</b>	JSW	Non Governor - Visitor (Deputy Headteacher)	Not present
<b>Rose Elliott</b>	RE	Clerk to Governing Board	Present

**MINUTES**

**D marks a Decision, I Information shared, R denotes a Recommendation T is for Thanks**

2012-13/ GOV/45	<b>Apologies</b>	Apologies had been received from SA, MG and TW, these were sanctioned. There was a quorum present.	<b>I D</b>
2012-13/ GOV/46	<b>Governor Matters</b>	<p>MB reported that TW has agreed to be a Member Governor. A members meeting will be held to confirm this appointment.</p> <p>Resignation JSt. Regrettably, due to the pressure of work and family commitments, Jo Stevens has had to resign her position as a Parent Governor. She has made a significant contribution during her tenure and she will be missed. In the meantime we need to recruit more Parent Governors so please see if you know anyone who may fill some of our gaps on the Board.</p> <p>Terms of Office</p> <p>SSi term as a Member appointed Governor comes to an end on 10<sup>th</sup> May 2013.</p> <p>Parent elections will be due as LK term ends on 30<sup>th</sup> June 2013 and SA on 18<sup>th</sup> September 2013. We also should encourage other parents to join the FGB to increase Parental representation on the Board.</p> <p>We also have some (non-Parent Governor) vacancies for member appointed governors to fill.</p>	<b>I I T  I</b>

2012-13/ GOV/47	<b>Conflicts of Interest</b>	None declared.	I
2012-13/ GOV/48	<b>Minutes of the Last Meeting</b>	The Minutes of the meeting held on 21 <sup>st</sup> January 2013 were reviewed, agreed and signed as a true record.	D
2012-13/ GOV/49	<b>Matters Arising not on the Agenda</b>	The training by Bishop Fleming, for ten people, took place on 20 <sup>th</sup> March. DC and PGT, who had both attended, reported a successful event.	I
2012-13/ GOV/50	<b>Minutes of Committee Meetings</b>	<p><b>Curriculum.</b> TRA reported that the Committee had received information on Options for 2013. MFL had seen an increase in numbers however there are concerns for some of the subject areas for which pupils are not opting in sufficient numbers to remain viable. Reports from reviews and learning walks were also received at the meeting. Governors raised no questions on these minutes.</p> <p><b>Personnel.</b> MB reported nothing to add to the minutes; no questions. MB restated details on the item of appeals against exclusions. DC gave belated apologies he mixed up his dates.</p> <p><b>Premises.</b> DC reported plans for fencing and guttering repair work plus additional CCTV for safeguarding reasons. TRA gave the background to the decision to put on hold the previously planned science lab upgrades in Part 2. As a compromise consideration will be given at the next committee meeting to remedial work on the lab flooring and painting the walls. The leak in the corridor continues to be a problem. DC also gave details of the issue of bringing on-line or disposing of the Green drinks machine.</p> <p><b>Finance.</b> DC reported that work has commenced on the new budget which is in credit. With the demographic dip and other factors the same cannot be said for future years.</p>	I  I  I  I
2012-13/ GOV/51	<b>Improvement Plan Review</b>	TRA reported she had recently RAG'd the plan but as it is very early in the cycle there is limited progress. It will be e-mailed to all governors following this meeting.	I
2012-13/ GOV/52	<b>Free School</b>	TRA and MB were advised on 20 <sup>th</sup> March at the R39 meeting they attended at Bucks Cross, in the company of the Heads and Chairs of Governors of Bideford, Holsworthy and Budehaven schools, that it was a private drop in session for those who live in the vicinity of Bucks Cross, in order for the locals to ask questions, receive information and have any fears allayed. However, as R39 did not want us at their meeting we invited them to one with us; a meeting with the R39 Principal and Chairman has been arranged for 3.30pm on Tuesday 26 March. TRA reported that following this unsuccessful attempt to consult with representatives of the Free School she had written a letter to the Headteacher. MB has written to Mr Geoffrey Cox, our local MP, to let him know how we (plus the other schools) feel about how the R39 matter was being taken forward. Copies of letters and papers relating to R39 were distributed. It was also noted that a Freedom of Information enquiry made to the DfE relating to R39 at Bucks Cross elicited a response referring to a proposed free school in Stoke Poges.	I  I  I
2012-13/ GOV/53	<b>Finances</b>	The meeting moved into Part 2.	I

2012-13/ GOV/54	<b>Items Brought Forward Through the Chairman</b>	DC made available to Governors a benchmarking data sheet showing our figures alongside those of other converter secondary academies south of the M4. This is raw data so has to be viewed as indicative only. LK reported she had attended a recent meeting of the Parent Forum. JSW and PM gave good responses to comments, mainly about parent consultations, that were based on personal not general issues; TRA was concerned regarding effective use of staff time based on attendance figures. LK estimates no more than 15 were present. DC was surprised to note the number of First Aid entries when attending Health & Safety Committee.	I
2012-13/ GOV/55	<b>Dates &amp; Times of Meetings 2013</b>	<b>Curriculum</b> , Meeting Room 1, <b>Tuesday 7<sup>th</sup> May</b> at 5.00 pm <b>Personnel</b> , HT's Office, <b>Wednesday 8<sup>th</sup> May</b> at 5.00 pm <b>Premises/Finance, HT's Office</b> , Monday <b>13<sup>th</sup> May</b> at 5.00pm <b>Full Governors' Meeting, L5</b> , Monday <b>20<sup>th</sup> May</b> at 5.00pm, preceded by a presentation at 4.30pm.	I

The meeting closed at 6.25 pm