

## Landewednack LGB meeting

Minutes of a meeting held on Thursday 11<sup>th</sup> November 2021

at 5pm at Landewednack School

<p><b>1. <u>ATTENDING</u> :</b></p> <p>Elaine Broscob Lynne Chandler Rachel Holder (Chair) Louise Jones (Head teacher) Alix Lord Alison Newman (Vice Chair)</p> <p><b>In Attendance:</b> Carrie Gilmore, Linked Trustee</p>		
<p><b>2. <u>APOLOGIES</u> :</b></p> <p>Received and accepted from Claire Harriman and Phil Burgess.</p>		
		<b><u>ACTION</u></b>
<b>3.</b>	<b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
	Staff governors declared an interest as paid members of staff. No new interests were declared.	
<b>4.</b>	<b><u>MINUTES FROM THE 28.9.21 MEETING AND MATTERS ARISING (not on this agenda)</u></b>	
	<p>The minutes from the meeting held on Tuesday 28th September 2021 were agreed as an accurate record, and signed by the Chair.</p> <p><b>Item 4:</b> The meeting was reassured that school has all the hours of EP (Educational Psychologist) support it needs. The Trust was still investigating the possibility of providing this service in the future.</p> <p><b>Item 8:</b> In light of the Ofsted inspection, Mark Lees' visit on the 7th October was cancelled.</p>	

	<b>Item 8:</b> Levels of persistent absence had improved following the involvement of the EWO (Education Welfare Officer).	
<b>5.</b>	<b><u>FEEDBACK FROM THE TRUST BOARD</u></b>	
	<p>None.</p> <p>CG reported that Trustees had discussed the findings from the recent Ofsted inspections of Trust schools; governor monitoring and challenge was identified as a focus.</p>	
<b>6.</b>	<b><u>FEEDBACK FROM THE FORUM</u></b>	
	<p>A meeting had been held at the beginning of October, with around 25 parents and governors attending. LJ took the opportunity to give parents a tour of the school, as they hadn't been able to visit during the pandemic. Governors who attended found it informative. The next Forum meeting would take place in the spring term.</p> <p>Q: Was this an official forum meeting? A: Yes, however, there were no members of the community present. The main feedback from parents was concern about the amount of homework, otherwise the feedback was very positive.</p> <p>Q: Could we improve attendance with evening meetings? A: LJ is happy to hold evening meetings, but is aware that there are issues with childcare for some parents. Attendance seems better when meetings are held at the beginning or end of the school day.</p>	
<b>7.</b>	<b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></b>	
	<p>There were no newly appointed governors since the last meeting.</p> <p>AL had made contact with PB, and he has expressed a wish to stay involved with the school as a volunteer, but step down from the LGB. EB will liaise with him and arrange a H&amp;S visit.</p>	
<b>8.</b>	<b><u>HEADTEACHER'S REPORT - verbal update</u></b>	
	<p>The report was postponed, as governors were due to attend a post Ofsted meeting with Donna Bryant, Executive Leader of the Trust, immediately after the meeting.</p>	
<b>9.</b>	<b><u>SAFEGUARDING (GOVERNOR'S) REPORT</u></b>	
	<p>There was no report available for this meeting.</p> <p>AN attended a Trust safeguarding event on the 10th November, and would arrange a visit early in the spring term.</p>	
<b>10.</b>	<b><u>HEALTH &amp; SAFETY UPDATE</u></b>	
	<p>There was no report available for this meeting. LJ completed a brief walk round; some minor issues were identified and rectified.</p>	
<b>11.</b>	<b><u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u></b>	
	<p>Covered at the previous meeting on 28.9.21</p>	

<b>12.</b>	<b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b>	
	Mrs Lord and Mrs Chandler had carried out a monitoring visit to complete the High expectation matrix form. Some issues were identified with the clarity of the form; Mrs Gilmore agreed to feed these back to the Trust Board.	
<b>13.</b>	<b><u>FOCUS ITEMS AND UPDATES</u></b>	
	<ul style="list-style-type: none"> <li>Operational risk register – Covid19</li> </ul> <p>The operational risk register had been regularly reviewed and updated. CO2 monitors had been provided to schools by the DfE; these had been placed in classes to help to identify areas that are poorly ventilated, so that steps can be taken.</p> <ul style="list-style-type: none"> <li>The pupil premium review and the C&amp;S meeting would be rescheduled.</li> </ul>	
<b>14.</b>	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>	
	<ul style="list-style-type: none"> <li>It was noted that the last meeting was held the week prior to the Ofsted inspection. Governors have been fully involved in the inspection process, and ready to support in the implementation of the post Ofsted action plans.</li> </ul>	
<b>15.</b>	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>	
	None	
<b>16.</b>	<b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>	
	None.	
<b>17.</b>	<b><u>DATES OF FUTURE MEETINGS</u></b>	
	<p>Wednesday 2nd March 2022 - 4.30pm</p> <p>Tuesday 7th June 2022 - 4.30pm</p> <p>Trust Board meetings for 2021 – 2022</p> <ul style="list-style-type: none"> <li>21st October 2021</li> <li>27th January 2022 (AGM followed by Trust Board)</li> <li>24th March 2022</li> <li>19 May 2022</li> <li>14 July 2022</li> </ul>	

<b><u>SUMMARY OF ACTIONS</u></b>		
<b>Action</b>	<b>Responsible Person[s]</b>	<b>Date for Completion</b>

**The meeting concluded at 5:45pm**

**SIGNED:**

**DATED:**