

Landewednack LGB meeting

Minutes of a meeting held on Thursday 8th June 2023

at 4pm at Landewednack School

<p>1. <u>ATTENDING</u> :</p> <p>Elaine Broscomb Rachel Holder (Chair) Louise Jones (Head teacher) Mary Mewha Alison Newman (Vice Chair)</p> <p>In Attendance: Pat Nicholas, Clerk John Mitchell, TPAT management accountant (left at 5.10pm)</p>		
<p><u>APOLOGIES</u> :</p> <p>Received and accepted from Lynne Chandler and Lucy de Sola Pinto.</p>		
		<u>ACTION</u>
2.	<p><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></p>	
	<p>Staff governors declared an interest as paid members of staff. No new interests were declared.</p>	
3.	<p><u>BUDGET MEETING with John Mitchell, Management accountant</u></p>	
	<p>JM was welcomed to the meeting. The budget reports were circulated at the meeting and via email.</p> <ul style="list-style-type: none"> ● Both assumptions and facts had been used to set this budget; pay and pension increases had been included. ● The teacher pay increase was originally expected to be 3% but is likely to be 5%, although this has not yet been accepted by the unions. This budget is based on a £1925 flat pay award for support staff and 5% increase for teachers. ● Catering costs are up by 10% due to food price inflation. <p>Q: Is the pay award for the current academic year? A: No, this will be from September 2023. Governors heard that more strike days were planned for the summer term.</p>	

	<p>Q: How much is the top slice paid to the Trust? A: It is currently 5% but this will increase to 5.25% from September.</p> <p>Q: Is there any news on the Southerly Point budget? A: There have been no figures since November 2022. A couple of lump sums have been received but these are largely capital monies, and there has been no information about individual schools' balances. It is likely that Southerly Point will not be wound up until August 2023 due to the current energy contract, so there is unlikely to be any money for the schools until October 2023. .</p> <p>Q: Is the deficit budget due to the pay awards? A: Not entirely. Trustees are aware of the deficit, and going forward this will be met from reserves. Once the pay awards have been agreed, the hope is that the deficit won't be too much different.</p> <p>Q: What is the cause of the difference between this budget and 22-23? A: This is because the figures are from January-August 2022 only.</p> <ul style="list-style-type: none"> • There were ten students less when the funding was calculated which amounts to a funding reduction of £50,000, hence the need to reduce to three classes. • Recent and planned appointments in the TPAT central team should help to further reduce the cost to schools of services like school improvement, attendance support and Educational Psychologist services. • The school led tutoring subsidy has changed since the report from 25% to 50%. • Recent changes to staffing have helped with budget plans, and should benefit the nursery. Wraparound provision will need to be addressed long term. <p>Q: How does a £30,000 deficit work balance with the schools reserves? A: The hope is that the government will announce more money for schools in its autumn statement. This is an exceptional situation and does not happen every year. 80% of the budget is staffing costs, but even with a set pay award there is no guarantee that a balanced budget could be set. Given the uncertainty, this is the best option at this time, i.e. a 'worst case scenario'.</p> <p>Q: Should governors be concerned that despite dropping a teacher and reducing support staff hours, the school is still in deficit? A: The funding is calculated with a complicated formula which must take into account the minimum funding guarantee.</p> <p>Q: Is Landewednack's staffing budget comparable across the trust? A: It is lower for other TPAT schools at around 75%. There is a higher staffing ratio for small schools and Landewednack has a nursery.</p> <ul style="list-style-type: none"> • Governors were made aware that after school childcare provision is generally under-utilised, and is making a loss, as two members of staff must be present even for one or two children. This element of the provision will be kept under review. <p>ACTION TAKEN: Governors approved the budget as presented.</p> <p>RH thanked JM for his report.</p> <p>JM left the meeting at 5.05pm.</p>	
<p>4.</p>	<p><u>MINUTES FROM THE LAST MEETING AND MATTERS ARISING (not on this agenda)</u></p>	

	<p>The minutes from the meeting held on 27.4.23 were agreed as an accurate record, and signed by the Chair.</p> <p>Matters arising</p> <p>Item 3: There had been no reply from the neighbour regarding the asbestos, LJ will visit in person.</p> <p>There were no actions from the last meeting.</p>	
<p>5.</p>	<p><u>HEADTEACHER'S REPORT - verbal</u></p>	
	<p>The main points discussed were;</p> <ul style="list-style-type: none"> ● Changing the class structure is the biggest priority; governors discussed the staff changes required. <p>Q: Have parents been informed? A: Yes, LJ wanted to get the timing right, so it only happened this week, after staffing was confirmed, and staff and pupils were informed.</p> <ul style="list-style-type: none"> ● The three class structure was explained; there will be a Y5/6 class, a Y2/3/4 class, and a YR/Y1. Teachers' contracts will be confirmed after Chris Gould's (CEO) next visit. ● LJ advised that the curriculum be a focus for governor monitoring going forward. Currently staff are rewriting the curriculum; LJ explained the plan for governors, particularly science for Y2. <p>Q: Is the curriculum not set up already? A: Not in a way that will work with this class structure. This is a difficult task in the short term, but will be a benefit in the long term.</p> <p>Q: How will the structure work? A: There will be a change of classrooms, which involves lots of work in the holidays by staff, and lots of goodwill.</p> <p>Q: EAL pupils? A: They have settled in well and have made good progress with the language.</p> <p>Q: SENDCo change? A: There has been no feedback from parents; LJ has been meeting with parents re childrens SEN needs. Governors heard that Cornwall is 247 out of 250 in terms of SEN funding.</p> <p>Q: PA? A: Persistent absence has been improving.</p> <p>Q: SATS? A: No information; KS2 results are due on Tuesday 11th July. Governors will be informed.</p> <p>RH thanked LJ for her report.</p>	
<p>6.</p>	<p><u>SAFEGUARDING</u></p>	
	<p>AN had a meeting with the DSL; the report will follow. AN took governors through a monitoring checklist from 'The Key'. Governors were informed about a referral in progress.</p>	

	Governors acknowledged the need to appoint a whistleblowing governor. MM agreed to take on the responsibility.	
7.	<u>GOVERNOR MONITORING VISITS</u>	
	<ul style="list-style-type: none"> AN safeguarding visit - report to follow. 	
8.	<u>GOVERNOR TRAINING</u>	
	<ul style="list-style-type: none"> Bex Couch, Governance Officer at TPAT , led monitoring training for governors at the school on Monday 15th May at 4pm; most governors attended. 	
9.	<u>TRUST UPDATES</u>	
	<p>Covered under item 3; Budget report.</p> <p>Q: How does the school receive Trust information? A: There is a weekly report from Chris Gould, CEO, regular head's meetings, and the intranet has a lot of up to date information.</p>	
10.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<ul style="list-style-type: none"> Ensuring implementation of the post Ofsted action plans through the Chairs' regular contact with the School Improvement Partner. Monitoring staff wellbeing by keeping in touch regularly with the staff and head teacher. Monitoring safeguarding through regular visits by the safeguarding governor (AN). Ensuring effectiveness by attending TPAT training. Addressing succession planning by active recruitment of new governors. 	
11.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>LGB -Thursday 28th September 2023 - 4pm</p> <p>LGB -Thursday 16th November 2023 - 4pm</p>	

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

The meeting concluded at 6pm

SIGNED:

DATED: