

Landewednack LGB meeting

Minutes of a meeting held on Tuesday 28th September 2021

at 4pm at Landewednack School

<p>1. <u>ATTENDING</u> :</p> <p>Elaine Broscumb Claire Harriman Rachel Holder (Chair) Louise Jones (Head teacher) Alix Lord Alison Newman (Vice Chair)</p> <p>In Attendance: Carrie Gilmore, Linked Trustee (via Google Meet)</p>		
<p>2. <u>APOLOGIES</u> :</p> <p>Received and accepted from Lynne Chandler (Vice Chair) and Phil Burgess.</p> <p>Pat Nicholas, the clerk, was unable to attend – Mrs Newman agreed to take the minutes.</p>		
		ACTION
3.	<p><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></p>	
	<p>Staff governors declared an interest as paid members of staff. New forms were circulated for completion.</p>	
4.	<p><u>MINUTES FROM THE 10.6.21 MEETING AND MATTERS ARISING (not on this agenda)</u></p>	
	<p>The minutes from the meeting held on Thursday 10th June 2021 were agreed as an accurate record, and signed by the Chair.</p> <p>Item 8: The highlighted sections on the pupil premium grant spending report on the website had been amended.</p> <ul style="list-style-type: none"> ● Gaps in County services – develop SPCMAT processes/provisions ● Ed Psych still couldn't fit in a visit 	

	<ul style="list-style-type: none"> ● Move to share SPCMAT resources/staff to cover some of the gaps ● Training JG investing PP funding <p>Nursery</p> <ul style="list-style-type: none"> ● JEvans appointed as manager and undertaking level 6 leadership qual. ● Still struggling for recruitment – isolated location making recruitment harder ● Re-advertising as 37hrs weekly ● LV3 EYFS legal requirement (Paige L3 Jan 2022) <p>School roll</p> <ul style="list-style-type: none"> ● 1 joined when Cury became infant only provision at beginning of term 	
5.	<u>ELECTION OF CHAIR & VICE CHAIR</u>	
	<p>Ms Holder was nominated to continue as Chair; the nomination was accepted, seconded and the vote was unanimous.</p> <p>Mrs Newman was nominated as Vice Chair; the nomination was accepted, seconded and the vote was unanimous.</p> <p>Ms Holder thanked Mrs Chandler for her time as Vice Chair</p>	
5.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	<p>None.</p> <ul style="list-style-type: none"> ● Carrie Gilmore will be taking over from Alan Hinchcliffe as our linked trustee. Carrie is keen to learn/support. Thanks to Alan for his valued support in recent years, and welcome to Carrie. <p>Trustee/Governor event</p> <ul style="list-style-type: none"> ● Ms Holder and Mrs Newman had attended, and felt a useful annual MAT wide catch up 	
6.	<u>FEEDBACK FROM THE FORUM</u>	
	<p>Only recently become possible to have group gatherings again, and keen to ensure chances for involvement are resumed</p> <ul style="list-style-type: none"> ● Engaging the community 20th October Forum event planned ● Open day 4th October (9.15am) for parents to come into school. Also evening one planned 	
7.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u>	
	<p>There were no resignations or newly appointed governors since the last meeting.</p> <ul style="list-style-type: none"> ● Catch up with PB (LJ) 	
8.	<u>HEADTEACHER'S REPORT</u>	
	<p>The head's report was circulated ahead of the meeting.</p> <p>The main points discussed were;</p> <ul style="list-style-type: none"> ● Reception baseline assessment - how done, and how confident in this? ● TA hours reduced (not replacing James Green). Reduced numbers on roll due to large yr 6 cohort leaving ● Skills to match gaps (TAs) 	

	<ul style="list-style-type: none"> ● Catch up funding (recovery funding). Next lot in January 2022 – planning how to use ● Evidence to show improvement ● Interventions are immediate ● Know where the gaps are is key <p>Deep dives in History & Reading</p> <ul style="list-style-type: none"> ● Planning for Ofsted ● Curric maps up on website ● Learning journeys for every yr group ● Suggestion for governor monitoring ● Becky has trained all teachers/TAs in Phonics <p>SEN side of governance</p> <ul style="list-style-type: none"> ● LGB intend to spend more time looking at this area <p>Mark Lees – 7th October - SIP visit in diary</p> <ul style="list-style-type: none"> ● Quality of curriculum ● SEN ● Science ● Risks and strengths report for safeguarding ● <p>Mental health lead JG (Mrs)</p> <ul style="list-style-type: none"> ● Addition to the report, money from Government <p>RSE consultation</p> <ul style="list-style-type: none"> ● Finding ways of getting information out and back in <p>Attendance is better than usual at this time</p> <ul style="list-style-type: none"> ● Persistence gone down ● Lateness better ● Remains a focus <p>Action: Governors to convene a working party to explore in more detail staffing options relating to nursery and wrap around provision.</p> <p><i>Has been superseded by recent developments and post ofsted options which are presently being explored by Head and MAT CEO</i></p> <p>Ms Holder thanked Mrs Jones for her report.</p>	All governors
9.	<u>SAFEGUARDING (GOVERNOR'S) REPORT</u>	
	<p>Mrs Newman now had responsibility for safeguarding at Landewednack.</p> <ul style="list-style-type: none"> ● Visit 27th September. Report has been circulated today ● Carrie mentioned safeguarding well covered when she visited the school i.e. explained to her who the DSL was and to speak to them if any concerns 	
10.	<u>HEALTH & SAFETY UPDATE</u>	
	<ul style="list-style-type: none"> ● Due a visit ● LJ has completed a rapid audit; but more comp visit needed. ● PB to be asked if he will visit 	
11.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
	Staffing	See discussion re nursery and TA staffing

	Communication	See planned events re forum and parents' open morning	
12.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>		
	<ul style="list-style-type: none"> ● Safeguarding visit yesterday. In order. ● Ms Holder met with BC re English in July. Notes circulated 		
13.	<u>FOCUS ITEMS AND UPDATES</u>		
	<ul style="list-style-type: none"> ● Operational risk register – Covid19 <p>The operational risk register had been regularly reviewed and updated.</p>		
14.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>		
	<ul style="list-style-type: none"> ● SG monitoring by AN ● English BC visit by RH ● Ofsted training (available as slides on google drive) ● Understanding Christianity session LC/AN ● MAT governance event RH AN 		
15.	<u>URGENT MATTERS FOR DISCUSSION</u>		
	None		
16.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>		
	None.		
17.	<u>DATES OF FUTURE MEETINGS</u>		
	<ul style="list-style-type: none"> ● AL to help with recruitment interviews ● Gobs to attend parents' morning if available <p>Wednesday 17th November 2021- 4.30pm Wednesday 2nd March 2022 - 4.30pm Tuesday 7th June 2022 - 4.30pm</p> <p>C&S meeting 15th October 2021 focus on SEN (JG to attend) PP review Wednesday 6th October @ 9am (AN/LJ)</p> <p>Trust Board meetings for 2021 – 2022</p> <ul style="list-style-type: none"> ● 21st October 2021 ● 27th January 2022 (AGM followed by Trust Board) ● 24th March 2022 ● 19 May 2022 ● 14 July 2022 		

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

The meeting concluded at 5:30 pm

SIGNED:

DATED: