

Holbeton Primary School

WESTCOUNTRY SCHOOLS TRUST

Minutes of the Local Governing Board Meeting held on Thursday 20th September 2018 at 6.15pm

Governor present	Initials	Category of membership	Governor present	Initials	Category of membership
Di Baumer	DB	Community	Richard Selwyn	RS	Parent
Karen Flower	KF	Co-opted			
Jonathan Garstang	JG	Co-opted			
Shona Godefroy	SG	Co-opted	Also in attendance		
Isabel Riquelme Pino	IR	Parent	Patrick Power	PP	Associate
Jackie Rundle	JR	Headteacher	Deborah Fox	DF	Clerk

Apologies Initials		Reason for absence and category of governor	
Anne Mildmay-White	AMW	Business meeting elsewhere – Co-opted	
Christine Tarrant	СТ	Family holiday – Co-opted	

All absences were sanctioned.

Governors with responsibilities	Responsibility	Last monitored
Di Baumer	Safeguarding/Pupil Data	
Karen Flower	Pupil Premium/Personnel	
Jonathan Garstang	SEND	
Shona Godefroy	Chair, Finance	
Anne Mildmay-White	School Marketing	
Isabel Riquelme Pino	Outdoor Learning	
Jackie Rundle	Head of School	
Richard Selwyn	Vice Chair, Health & Safety/Premises	
Christine Tarrant	Pupil Data	
Patrick Power (Associate Member)	Data Protection & Freedom of Information	

SG opened the meeting.

Part 1 - Conflict of interest/confidentiality reminder

Governors were reminded that they must declare a conflict of interest if it exists, and that discussions within the meeting must remain confidential.

Governors were asked to undertake a review of their Register of Business Interests.

 a. Confirmation of Minutes: The minutes of the Governing Board meeting dated 18th July 2018 were agreed and signed. Proposed: RS, Seconded DB, the Board agreed. b. Matters Artising: The action list was reviewed and actions confirmed as completed. c. Governors noted the on-site swimming pool had now been closed down and made safe. Going forward pupils will be transported elsewhere for swimming lessons that will be funded from the sports premium budget. c. Transition into Westcountry Schools Trust: Governors noted the successful conclusion to the process to join WoST as of 1+ September 2018, Currently there are a number of activities to complete to close down the Devon school activities and to introduce the new processes associated with being a member of WST. c. Terms of Reference LoB and Scheme of Delegation: Governors have received copies of the current Terms of Reference and Scheme of Dalogation documents. Governors were acked to radination that the meeting on the meeting and the constant states being the procession planning. e. Election of Chair and Vice Chair: Nominations had been received for S0 to continue as Chair and Nice Chair: Nominations had been received for S0 to continue as Chair and Nice Chair: Nominations had been received for S0 to continue as Chair and Rest continue as Vice Chair: September 2018 was agreed as abolow: Di Baumer, Karen Flower, Jonathan Carstand, Shona Godefroy, Anne Midmay-White, Isabel Riquine Pino, Jackie Rundie, Richard Selwyn & Christina Tarrant with one vacancy for a staff governor severe for a further two years, specifically to advise on Data Protoction and Feedom of Information matters. School Vision, ethos and strategy: Governors reviewed the school sexisting Wasion, ethos and strategy and undertook an exercise to combinet on a reviewed the school sexisting Wasion, ethos and strategy of these invites. School Improvement Hand/School Evaluation Form: Governors were aske	1.	Vision, Ethos & Strategy - Where are we now?	Action
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			quately challenged and if so, how?	
		It is the focus of my book monitor into taking some responsibility fo		
		evel of progress of our SEND child		
	A5 Yes. All SEND children ma	ade good progress last year		
	Q6 How does the % of SEND schools?	(16%) children and PP (19%) chil	dren compare to other local	
		pupil premium is very hard to con	npare as it varies so much from	
		lace to improve the Yr6 SATs res	ult for maths? Do we have	
		the percentage of children achievi		
		ead Maths. We have joined a loca		
		now in it's third year. All staff will		
		ugh the Trust we have also been a		
		blem which is recommended by th 'Keeping Children Safe in Educ		
		briefing session at the end of the s		
			ng policy. All governors to read the	
			available in the Governor document	ACT 3 All
		be meeting with JR shortly to unde		
5.	Engagement - What's need	led to make progress?		
	k. Reports to/from the Trust Bo advised in due course.	bard: Lines of reporting to the Tru	st Board and its committees will be	
6.	Governance - What still ne	eds to be done?		
	I. Feedback/Monitoring report			ACT 4
		Terms of Reference covering Lea		SG/DF
	November meeting.	ss cycle would be produced and c	irculated in advance of the	00/21
	-	ded with a revised template to be	used when recording their	
	monitoring visits in sc		used when recording their	
	m. Governor Training			
		raining courses available during th	e autumn term and to advise the	ACT 5 ALL
		ey would like to attend.		
7.	Impact on pupil outcomes	- What do we want next fo	<u>r our school?</u>	
	Policies			
	n. Behaviour and Anti Bullying po	DIICY		
	This policy was approved as circu	ated		
8.	Correspondence			
0.	No correspondence received by g	overnors.		
9.	Matters brought forward by the			
	Holbeton Pre-School, see belo	ow.		
10.	Part 2 proceedings			
	The Governors resolved to move t	o Part 2 to discuss confidential ite	ms and to document these	
	discussions within Part 1 as below	<i>'</i> .		
		an update on the current situation		
		o serve on the Holbeton Pre-Scho		ACT 6 ALL
	 Governors noted the current of breakfast and after school clul 	lifficulties in staffing and lack of co o.	minittee members for the school	
11.	Dates of the Next Meetings, all t	o be held at Holbeton Primary S	School from 6.15pm	
	Wednesday 14 th November 2018	Wednesday 16 th January 2019	Wednesday 6 th March 2019	
	Wednesday 1 st May 2019	Wednesday 19 th June 2019	+	
	Meeting closed at 8.10 pm.			

These minutes are agreed by	those present as being a true record	
 Signed:	Date:	
(Chair)		