

**MINUTES OF THE MEETING OF THE
HANDSWORTH PRIMARY SCHOOL GOVERNING BODY
HELD ON MONDAY 11TH MAY 2015
AT 6.15PM
AT THE SCHOOL**

Present: Mrs Mary Wilson (Chair) - Co-opted Governor

Local Authority Governor

Mr Malcolm Shykles

Parent Governors

Mr Simon Jarvis

Ms Elizabeth Winder

Co-opted Governors

Mr Andrew Dodd

Ms Christine Rose

Mrs Natalie McDermott

Mrs Christine Dean

Staff Governors

Ms Jill Augustin - Headteacher

Ms Marianna Jordaan

Clerk to the Governors: Ebrahim Vawda

1. WELCOME AND APOLOGIES FOR ABSENCE

1.1 The Chair welcomed all to the meeting.

1.2 Apologies for absence received from Mrs Denise Whyman.

1.3 Apologies not accepted: None.

1.4 The meeting was quorate.

1.5 Notice of Any Other Business:

Mrs Wilson informed of two items: Review of policies and a Link Governor report.

2. DECLARATIONS OF INTEREST

2.1 Pecuniary Interest Forms

The Chair confirmed that Governor Services had received all forms.

2.2 Governors did not declare any interests in any of the following agenda items.

3. GOVERNING BODY

3.1 Appointment of a co-opted governor: The Chair informed governors that a parent contacted Governor Services expressing an interest in becoming a governor. The potential governor is an administrator in higher education and has a valuable range of skills. Governors felt that as he is a parent of students at the school, an election by parents was an appropriate way forward. Once elected then an existing parent governor would be moved to a co-opted governor. The school will conduct an election.

Action: Ms Augustin

Action: MW to contact parent to ask if he would stand for election

3.2 Clerk to confirm GB membership

The Clerk confirmed that there were no memberships due to end before the summer term 2015. However Mrs Wilson informed governors that Mr Andrew Dodd would be stepping down from his co-opted governor role at the end of this term. Governor Services to provide details of potential co-opted governor. Mrs Wilson thanked Mr Dodd for his long service to the school.

Action: Governor Services

4. MINUTES

4.1 Governors received the minutes of the Governing Body meeting held on 24 March 2015 and agreed these to be a true and accurate record of the meeting.

The minutes were signed and dated by the Chair and retained by the school.

4.2 Matters arising:

4.2.1 Page 4; point 8.1

ACTION – Headteacher to provide further breakdown and analysis on the EAL pupil data.

4.2.2 Page 4; point 8.4PPA Tracking is an agenda item at the next Teaching & Learning Committee

4.2.3 Page 6: point 10.1.1

ACTION – Chair to find out more information on log in access to the FFT dashboard. Log-ins to be circulated to all governors.

4.2.4 Page 6; point 11

ACTION – Early Years data to be added to the mid-year review SDP.

4.3 Minutes/Reports from Committees

4.3.1 Resources Committee

The meeting was held on Tuesday 5th May 2015. Details to be discussed as an agenda item School Budget 2015/2016.

4.3.2 Teaching and Learning Committee

The Committee met on 6th May, the minutes have not been circulated. Mr Jarvis gave a verbal report informing governors that the Committee discussed Nursery Shelters, Staffing update Free School Meal update, Assessment without levels.

Mrs Augustin will arrange for the minutes to be circulated.

Action: Mrs Augustin

5. SCHOOL BUDGET 2015/2016 (to be agreed by 15-5-2015)

To formally ratify:

5.1 Outturn 2014/2015 (incl. Devolved Capital Outturn) £263,798

£245,881 revenue outturn

£17,917 capital outturn

Governors unanimously agreed and ratified the Outturn statement

5.2 Budget Share (Income) 2015/16:

£1,812,770 delegated funds (including high needs top up)

£1,950,770 total funding from LA

£74,600 Additional income (income from YMCA, catering, visit contributions)

£2,025,370 total including other income

£2,271,251 Total including carry forward (outturn) from 2014/15)

Governors unanimously agreed and ratified the Budget Share (Income) 2015/2016

- 5.3 Expenditure 2015/2016: Revenue Expenditure £2,170,635; Capital Expenditure £9,006.

Governors unanimously agreed and ratified the Expenditure for 2015/2016

- 5.4 Predicted carry forward 2015/2106: Revenue £100,616 and Capital £17,917

Governors unanimously agreed and ratified the predicted carry forward for 2015/2016

6. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

- 6.1 Date of next meeting – 7th July 2015
6.2 Agenda items
6.3 Governors were reminded to attend the next Governors’ Briefing on Thursday, 11 June 2015 at 6.30 to 8.00pm (refreshments from 6.00pm) at Connaught School for Girls, Connaught Road, London E11 4AB

7. ANY CONFIDENTIAL ITEM(S)

- 7.1 Mrs Wilson reminded Governors that the policies review schedule is on the website and governors have been allocated policies to review. She requested that the reviewed policies be returned before the next GB meeting so that they can be put to the Governing Body for approval and adoption at the meeting on 7th July 15.
- 7.2 Mrs Dean reported to governors about her safeguarding and child protection link governor visit. There are lots of changes and the Local Authority has not yet updated their Safeguarding Policy. She will continue to read and monitor the changes and will inform the governors in due course. Safeguarding cross-references several policies and the school needs to be compliant and ensure all policies are updated where required.
- 7.3 Mrs Wilson suggested that governors do a report to parents. There is no statutory right for this but it would be good for parents to receive something from the Governing Body. Mrs Augustin will also inquire, via the newsletter as to what information would be useful for parents.

Action Mrs Wilson/Headteacher

- 7.4 Governors received a request from an associate about fundraising for the Nepal earthquake disaster. The school has done something similar in the past. Mrs Augustin requested some literature about the appeal before considering further.
- 7.5 Early Years Premium Funding: Mrs Augustin this action is in hand and would be backdated to April.

Mrs Wilson thanked governors for attending and the meeting concluded at 7pm.

Signed.....

Dated.....