Bridgemere CE Primary School Governing Body Virtual Meeting via Microsoft Teams

Monday 14th December 2020 @ 6pm

Part One

Present

E Ford LF (Chair) C Middleton (HOS) S Knott, S Willington, E Fradley J Forshaw, R Lewis, J Morgan.

Apologies

B Dolman (EHT), S Foyle

Declaration of Pecuniary Interest

No declarations of pecuniary interest. EF has signed on behalf of all the governing body.

Declaration of AOB

Fire Alarm.

Governing Body membership.

Sip Visit.

Minutes of previous meetings

19th October 2020 – The minutes were approved.

11th November 2020 – The minutes were approved.

Finance Update

Predicted carry forward at year end 31.03.2021 is £52k. This could mean that there could be a potential clawback from the LA. The LA allows a carry forward of 8% of the overall budget which is £33K. Therefore £20k should be earmarked for expenditure. The school hall music system and projector needs updating and the Bursar is in the process of obtaining quotes for this. The HOS explained that expenditure needs to be planned over 1 or 3 years. The library, intervention room and mobile all need to be considered. The sliding doors in the Hall need replacing and the sliding doors in class 3 could be replaced by a stud wall to improve sound quality. The HOS will draw up a list of improvements with the requirements for the school mapped out. Acton and Calveley have made improvements to the playgrounds and this could also be included in the plan for Bridgemere. The HOS will then earmark expenditure ready for Year End in March 2021.

Catch Up Plan

The plan was uploaded onto the Governor Hub prior to the meeting and shows how the money has been spent. The HOS explained that she is starting to see impact already for children receiving 1:1 support in phonics. NELI, a language intervention for younger children and Talk Boost will go through to next year as training is required for staff.

Governors approved the Catch Up plan and spend.

Policies

SEND – The policy had been uploaded prior to the meeting and the governors agreed that the it was a comprehensive and straight forward policy. The HOS explained how valuable the CPOMS system is. The changes were highlighted in green and the governors approved the policy once the amendments to EHT/HOS were made.

Accessibility plan and policy – This has gone out for consultation with parents, governors and staff and is still in the process, there are some actions for the HOS to complete, and the issue of the ramp during polling days was raised as it does not have a side. The governors were unable to approve this policy until consultation has finished. Agenda item for the next meeting.

Safeguarding

JM has been unable to attend the school but has spoken to the Bursar and the Single Central Record is up to date.

Lease Update

The Diocese solicitor is contacting Lady Delves regarding the terms of the lease, they want the same terms as the previous lease. The governors will then make future decisions as an independent school.

Holiday Dates

The HOS has set some inset days the same as Acton and Calveley so that they can do some training together. The holiday dates were approved and 190 school days were confirmed.

AOB

Fire Alarm Quotes

The quotes were uploaded onto the Governor Hub prior to the meeting and all 3 quotes were discussed for price and service. The quotes were provided by Lancaster Malony via the Diocese.

Calbarrie £5502.67

SMD Electrical £4850

Mono £5470

The Calbarrie quote was approved as the company are already known to the school and provide a good service. The Diocese have said they would approve the most expensive quote as based on best service.

Governors Membership

There are 2 vacancies on the Bridgemere governing body and LF explained that it would be beneficial to find someone who has financial expertise. The bursar has spoken to M Webb who is an accountant and had been interested in the post previously but did not join due to a conflict of interest as his employer was the RLLAT accountants. If he is still interested this could provide this expertise. The governors also discussed the value of recruiting and canvasing people with the skills required to fit the roles. The HOS will contact Bridgemere Garden Centre to ask if anyone would be interested as this would provide strong community links and the LA who may be able to provide contacts. LF will contact S Turner who may also have contacts. To report back at the next meeting.

Sip Report

This report was uploaded prior to the meeting. The HOS explained that the visit was done virtually and was very positive. The School have coped very well with the Covid restrictions and some parts of the visit could have had been better, but it was difficult to observe lessons virtually and there was a lot of positive points.

The Governors asked the HOS to congratulate the staff on the report.

Staff wellbeing was discussed and the HOS and the Chair will follow up this, the governors are responsible for the HOS wellbeing and the HOS will speak to the rest of the staff.

Date of Next meeting

Tuesday 16th February at the new time of 6.30pm