



Withycombe Raleigh C of E Primary School

Full Governing Board Meeting (FGB) – Minutes							
Date/Time	Thursday 11 th May 2023		Location		Community Room		
Attendees		Attendees		Attendees		Attendees	
Sue Humphries (SH)	Chair	Father Robert Sellers (FrRS)		Emma Rogers (ER)			
Emma Jones (EJ)	Head Teacher	Allie Longhorn (AL)		Antonia Burrows (AB)			
Jane Speake (JS)		Anna Sands (AS)		Jo Macleod (JMc)			
Mike Smith (MS)		Anna Slade (ASL)					
Janine Meecham (JM)	Clerk	Phillip Wilson (PW)					

Apologies	Richard Moore	
Claire Hollingsworth		

	Agenda			
51	Apologies	61	Ofsted	
52	Declarations of interest	62	Governor Self Evaluation	
53	Chairman's business	63	Consultation	
54	Minutes	64	Christian Distinctiveness	
55	Committee Minutes	65	Date and Time of next meeting	
56	Correspondence	66	Part B	
57	Safeguarding			
58	Skills Matrix			
59	Governor Subject and area lead			
60	Budget 23/24			

Ref	Item	Action / Decision	By whom
51.22.23	Apologies: Apologies were received as above and sanctioned.	Action	JM
52.22.23	Declarations of Interest: It was mentioned that the meeting will go to Part B and anyone with a pecuniary interest will have to leave.		
53.22.23	Chairman's business: SH – mentioned that as a thank you to the staff for all their hard work she would arrange for some biscuits and fruit to be put in the staffroom over the next couple of days.		

Signature of Chair

Ref	Item	Action / Decision	By whom
54.22.23	Minutes: The minutes from the FGB meeting on 31 st January 2023 were agreed as an accurate record.	Decision	All
55.22.23	Committee Minutes: Teaching and learning 14 th March – JS updated the governors on the Teaching and learning Meeting minutes have been uploaded to the drive. Resources Meeting 21 st March SH – updated the governors on the Resources meeting the full minutes have been uploaded to the drive.		
56.22.23	Correspondence: None		
57.22.23	Safeguarding: MS updated the Governors on safeguarding – There have been varied subjects included in the newsletter – internet safety including online bullying, child exploitation, ‘Lots of Socks’ (awareness of Down Syndrome / inclusion), child’s mental health week, county lines and bike safety. Staff training, to look at the policy for behaviour and building positive relationships with children. MS mentioned the Ofsted report and feedback from the inspector - ‘Safeguarding is a strength of the school culture and ethos’ ‘Leaders care for staff and children’ Governors / Lead have good knowledge The website is informative Staff were confident in talking about safeguarding and are well-informed via effective communications (inc scenarios) Children can describe how they are kept safe inc what to do about sexual harassment Behaviour is consistently managed and dealt with fairly = calm, children are engaged in their learning, they have lovely manners Bullying is rare and there are clear expectations about what to do if it does happen. MS then discussed the CPOMS report – Behaviour trend is heading in the right direction. Did behaviour decline after the return from covid? MS - Children did struggle when they came back. But that is now improving. MS – bullying cases are similar to what we have described before. Tagged as bullying until it is resolved. Suspensions – have increased but are related to two children.		
58.22.23	Skills Matrix JS reported to the Governors the findings from the Skills matrix the main concern was finance training for governors. All governors from the Resources Committee will be sent the dates that DES have finance training by JM.	Action	JM
59.22.23	Governor Subject Leads All subject and area leads have been confirmed.	Decision	All

Ref	Item	Action / Decision	By whom
60.22.23	<p>Budget 2023/24 NH Reported on the budget all documents uploaded to the shared drive.</p> <p>Agree the draft budget in the form scenario 1 big influx in year 1. Draft budget for 23/24 needs to be formally agreed.</p> <p>All Govs agreed the budget.</p>	Decision	All
61.22.23	<p>Ofsted:</p> <p>EJ discussed with the Governors the recent Ofsted visit- The main area of concern was reading and phonics – the English team have worked so hard, we have had a Staff meeting and have already taken steps to rectify the points that the inspector had raised. Withycombe reading scheme will be discussed further in the next teaching and learning meeting.</p> <p>There were lots of positives on the report - The children’s behaviour really shone through.</p> <p>Safeguarding received lots of positive feedback.</p> <p>FrRS- the school is in remarkable shape despite the impact of the pandemic, that is down to the hard work of the staff.</p> <p>JS - Positives in the report are commendable given the change in the leadership team during the start of the pandemic.</p>		
62.22.23	<p>Governors Self evaluation form All Governors returned the forms to SH.</p>		
63.22.23	<p>Consultation: EJ discussed with the Governors the consultation document that was uploaded to the Drive.</p>		
64.22.23	<p>Christian distinctiveness: FrRS - Pleased to note the Ofsted inspectors comment regarding the Christian distinctiveness. How beautifully the children read. I Came in just before Easter to discuss holy week. It always amazes me how much the children absorb.</p>		
65.22.23	<p>Meeting finished at 8:50pm Teaching and Learning Meeting – 23rd May 2023 7pm School Development Plan – 13th June 2023 7pm Resources meeting – 27th June 2023 6pm FGB meeting – 4th July 7pm</p>		

Summary of Action Points

1.	JM to send all Governors in Resources committee the financial training dates and to book onto course.	
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