

STANTON HARCOURT CE PRIMARY SCHOOL GOVERNING BODY

Minutes of the LGB-Resources meeting of the Local Governing Body held on Thursday 11 June 2020 at 4.30 pm, via Google Meet (virtual)

Present: Chivers (JC)	- Parent Governor
Bronwen Buckley (BB)	- Foundation Governor (Diocese-appointed).
Huw David (HD)	- Director-appointed Academy Governor.
Andrew Denham (AD)	- Headteacher (Interim) (<i>ex officio</i>)
Jane Eagle (JE)	- Director-Appointed Academy Governor
Jenny Faulkner (JF) CHAIR	- Director-Appointed Academy Governor
Ginny Gascoigne (GG)	- Parent Governor
Mark Kingston (MK) JOINT VICE CHAIR	- Parent Governor
Naomi Scott (NS)	- Parent Governor
Jane Watts (JW) JOINT VICE CHAIR	- Foundation Governor (Diocese-appointed)
In attendance:	
Rachel Elliott (RE)	- Associate Member
Kit Howells (KH)	- Clerk

The meeting was quorate.

Item	Item title	Action
1.	Welcome & Apologies for absence JF welcomed governors. No Apologies: all governors were present.	
2.	<p>Budget 2020-21 Papers previously circulated, including budget forecast, budget monitoring report for Period 8 this financial year and staffing list.</p> <p>Governors reviewed the P8 monitoring report, noting the adjustments made.</p> <p>Governors discussed in depth the budget proposals for next year and asked that further review be made of where possible savings might be made in overall school expenditure. AD is talking to staff at both this school and Standlake about possibilities.</p> <p>Governors noted the overall staffing costs for 2020-21, and the detail about staff recruitment, and were pleased to note that the School is fully staffed for next year. (Full details of class teachers will be provided to parents at the usual time towards end of Summer Term). The need for flexibility in staffing, to provide catch up for pupils following COVID-19 was agreed.</p> <p>Noting that there are some issues remaining to be resolved, Governors <i>approved in principle the proposed Budget for 2020-21</i> and <i>agreed</i> that AD will provide an updated proposed Budget with the additional items included to KH for circulation to Governors for final approval early next week.</p>	<p>AD (done) KH (done) All gobs (done)</p>

	<p><u>[Note addition to these Minutes following the meeting: AD provided updated proposed Budget which was circulated by KH via email for final approval, as agreed. The Budget 2020-21 was approved. 17.6.20]</u></p> <p>AD had also circulated 3 quotations obtained for computers for classrooms required for September 2020 start, this quote being in excess of £3K it requires the LGB's approval. Noting that finances are tight, and this expenditure would dent the end of year reserves amount, it is also essential that teachers have the appropriate tools with which to teach and current equipment is at end of life.</p> <p><i>Q: Bearing in mind the EPA's requirement for the school to build reserves, is the need for new computing equipment still justifiable?</i></p> <p>AD confirmed that it is, as it is essential for teaching and there will remain some reserves. There will also be some savings this year due to school closure (COVID-19).</p> <p>Governors discussed each quote provided and, while noting the vested interest of 123 ICT, agreed that experience has shown that the company has delivered well to date for both this School and others in the EPA. This is the middle cost quote. <i>Noting the impact on the end of year reserves figure, LGB approved 123 ICT quote.</i></p> <p><i>Q: Can the quality of broadband service be looked at in addition?</i></p> <p>AD noted that this should be reviewed as the internet access is too patchy at Stanton Harcourt.</p> <p><i>Q: The school website needs to be reviewed to ensure much improved access for parents, are there any plans for this?</i></p> <p>AD agreed that it certainly needs updating overall, including to improve parental access and that this is likely to cost c£1K to provide better layout and navigation processes, including improved calendar, parent access format etc. Governors <i>agreed</i> this expenditure for website redesign.</p> <p>AD is also reviewing communication with parents with the aim to rationalise into a more efficient system.</p>	<p><u>AD to action</u></p> <p>AD</p> <p>AD</p> <p>AD</p>
<p>3.</p>	<p>LGB – membership, structure, dates for next year</p> <p>JF noted DW's resignation and that there is now a vacancy on the LGB for a Director-appointed Governor.</p> <p>JF proposed that the LGB move to a different structure, with a full LGB meeting 6 times a year and with a financial monitoring group meeting monthly to report into LGB, and a standards/data monitoring group meeting around each of the three Assessment Points and reporting into LGB, each monitoring group to comprise 2-3 governors meeting</p>	<p>KH</p>

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	<p>virtually for a short meeting. Governor individual roles would continue. Governors were asked to give this possible structure further thought.</p> <p>HD will arrange to come into School to carry out a Health & Safety overview visit with AD following school reopening.</p>	<p>All govs</p> <p>HD/AD</p>
4.	<p>Update re COVID-19 actions and reopening</p> <p>Staff recruitment has proceeded successfully. Staff are continuing to work well and flexibly and have been very supportive and working hard to provide teaching and learning in school and online as appropriate. AD noted his pride in all staff involved in provision of online and in school teaching and support. The children and staff are happy to be back in school. As the numbers of pupils returning increases, it will be necessary to create an additional 'bubble'.</p> <p>Governors are concerned that as the time extends, children become more disinterested and less motivated with learning via online provision if they are remaining at home. The School is working hard to ensure that children are as motivated as possible and are continuing to provide feedback and tasks to the best of ability.</p> <p>Governors thanked staff for their continuing hard work and collaboration to provide access online and in school for the pupils.</p>	<p>AD pass on thanks</p>
5.	<p>Date of next meeting – <u>Thursday 16 July 2020</u> <i>(date and time to be confirmed).</i></p>	

The meeting closed at 5 pm

JF/KH/17.6.20