



Name	Type of Governor	Present	Apologies
Katie Blood	Headteacher	Yes	
Father Ben Eadon (Chair)	Foundation (Ex Officio)	Yes	
Tony Firmin (Vice Chair)	Foundation	Yes	
Nikki Harper	Parent	No	Yes
Catherine Wilson	Foundation	Yes	
Ian Beggs	Staff	Yes	
Ben Scott	Foundation	Yes	
Mary Nixon	Foundation	Yes	
Roger Fine	Local Authority	No	Yes
Father Thomas Cotterill	Foundation	Yes	
James Roe	Parent	Yes	
Tom Way	N/A (Clerk)	Yes	
Sarah Foster	School Business Manager	Yes ( <i>items 4-5</i> )	
John Mills	PE and Music Lead	Yes ( <i>item 1</i> )	
<b>Vacancy</b>	<b>Foundation</b>		

Quorum: 9 out of 11 governors were present. The meeting was quorate (at least 50% attending).

Questions from the governors to the HT and Staff are highlighted in **bold**.

## 1. Presentation from JM

JM provided a presentation to governors regarding PE and Music.

### PE

JM provided a summary of the school's strengths and the spending of sports premium funding (£17,000 a year) which is spent in a range of ways including training, Twinkl and equipment. JM gave an overview of the curriculum, including active travel and also extra-curricular provision including the 4+ clubs running this year, and advised that Inclusion is treated as a priority and that the school also has some cycling initiatives.

### What is active travel?

JM advised that this is where the school is invited to measure how children travel to school (e.g., walking, taking the bus part of the way and then walking, cycling etc.)



JM also highlighted some weaknesses including a possible danger of overreliance on Twinkl and that the foundation planning has not yet been completed in every year.

## **Music**

JM provided a summary of the following:

- A school choir has been set up and they have also had a visit from a choir
- Musical performances have been a highlight together with the Big Band
- The Music curriculum covers what is identified as good practice in 'The Power of Music'
- The school has visiting music teachers for violin and Soundmakers

JM highlighted the weaknesses which included planning (as a result of this being led by an HLTA), completing the curriculum map, and that it would be desirable to have more classical music, composition, use of notation, individual lessons and more visiting musicians.

Governors thanked JM for providing the presentation.

*JM left the meeting.*

## **2. Welcome / Opening Prayer / apologies for absence and declarations of interest**

*The Chair asked TC to commence the meeting with an opening prayer.*

The Chair confirmed that apologies had been received from RF and NH.

There were no declarations of interest for this meeting.

## **3. Minutes of FGB meeting held on 22.03.23 and 04.05.23 accuracy / matters arising**

The GB agreed that the minutes were an accurate representation of both meetings.

*The following actions have been met:*

- The HT has actioned item 6 within the premises inspection report
- The Clerk has sent the Pupil Premium strategy for the current year to governors
- The HT has investigated what band the school is in for the attendance traffic light system and advised that the LA don't publicly share this information, but that they found out that the school is in the amber section and is performing well in comparison to similar schools



Matters arising, not otherwise on the agenda:

N/A

#### **4. Chair's Business**

The Chair advised that there is a school improvement strategy board meeting on Wednesday 7<sup>th</sup> June at 3pm that they can't attend and asked if any other governors can attend. BS agreed to attend this in the Chair's absence.

The Chair advised that they and the HT have realised that minutes will need to be taken for the early staff presentations at FGB meetings before the Clerk is able to arrive, and the Chair advised that they have done it this time and asked if governors can take it in turns doing this at each meeting. Governors agreed to this.

*The SBM arrived.*

The Chair advised that they have received an email from the Diocese about RAAC (Reinforced Autoclaved Aerated Concrete) which was previously used in the construction of schools and that we need to check if we have this type of concrete as several risks have been identified with it, and that some school buildings have been condemned because of this. The HT advised that they think the St Bart's school building doesn't use any of this but agreed to double-check it again soon.

#### **ACTIONS**

**4.1** HT to investigate whether the school building is comprised of any Reinforced Autoclaved Aerated Concrete

#### **5. Finance**

The Chair thanked the SBM for attending.

##### **A) New budget spreadsheet and Licensed deficit application**

The SBM advised that on the day after the last FGB meeting the LA sent an email about a grant that is £200 less than expected, and that technically the new budget will need reapproval from governors with the new figure.

*All governors confirmed that they agreed to this updated budget, and the Chair signed off on the updated document.*

The SBM confirmed that there were no further updates on the new budget spreadsheet since the last meeting.



There was a broad discussion around the format of the licensed deficit application. The HT provided updates on staffing and advised that Amy Charlton will be leaving soon and that they won't replace her immediately, and that when they readvertise the role it will be with less hours. The HT also advised that the contract for the temporary Teaching Assistant role will not be renewed.

**Can you confirm that we are applying for a licensed deficit even though the format of the application includes the stipulation that the school agrees to reducing its deficit quickly, when this is impossible for us?**

The Chair and the HT confirmed that this is the case.

### **B) Monthly Budget Monitoring report**

The HT advised that these are not prepared at the beginning of the financial year as there is no useful information this early on and that the provision of these reports will recommence from September onwards, as advised by schools' finance.

### **C) Monthly Reconciliation report**

Governors confirmed that there were no questions on this.

### **D) Credit Card statements**

Governors confirmed that there were no questions on this.

Governors thanked the SBM for attending the FGB meeting.

*The SBM left the meeting.*

## **6. School Improvement**

### **A) Progress against SDP & Data**

The Chair thanked the HT for circulating the updated SDP to governors in advance.

The HT advised that there were no particular updates to inform governors of, and provided further info relating to staffing [*see item 5 above*], and that they have asked staff what they want to do and if they want to drop their hours at all. The HT further advised that one reception staff member is going part-time, and that one TA is reducing their hours to four days a week but also that they will be on an unqualified teacher contract and that they can get more reimbursement for this so it should balance out to about the same amount, and



there was a further discussion where the HT commented that this staff member deserves to be a fully qualified teacher and that they are encouraging them towards this.

The Chair asked the HT to pass on thanks from governors to Amy Charlton for all the work that they have done at the school and for being a welcoming face to all parents and pupils when they arrive at the school.

**Is there a SIAMS inspection on the horizon?**

The HT advised that there is and possibly within the next academic year, and the Chair agreed to circulate the new SIAMS framework slides and information to all governors.

**Should there be an item on the next FGB agenda about the new SIAMS framework?**

The HT advised that it may not be the best timing for this, and agreed to discuss with the Chair when would be best to do this.

There was a broader discussion around SIAMS inspections and the questions that they are likely to ask and have asked before and if they will involve parents.

The HT asked if there were any more questions and advised that the persistent absentee rate is going down, and also that they included the staff and parent surveys in the SDP, and further advised that what seems to be clear is that generally parents are happy with the school which is great, and that the staff and parent surveys clearly indicate that the school is good at community and pastoral support.

**What was the sample size of the parent voice survey?**

The HT advised that they don't know for sure, but that every parent who came to parents' evening did it, so perhaps 70-80%, and IB confirmed this.

**There is a comment mentioning recurrent instances of bullying within the survey?**

The HT advised that they are not sure what this refers to exactly and that they wonder if the wording refers more to bad behaviour, and there was a broader discussion around the difference between unkind behaviour and bullying, and that this may be one isolated comment.

**There are comments about providing more homework; is this something you are considering?**

The HT advised that from their experience over the years they have found that if they provide more homework then parents will say they want less of it, and that as a teacher it is not valuable to have more homework because they already know where the pupil is academically and this creates extra work for them marking and chasing this up. The HT



further advised that they are not saying that they will do nothing further with this, but that it is a delicate balance and that they will have a policy on this, and that they want to be careful that staff are not spending too much time on something that doesn't add value to teaching.

**Is it possibly linked with reading and parents' desire for their children to be better at reading?**

The HT advised that this is possibly the case, and may result from confusion over the Read at Home directive, but that it may also just be that parents want more homework for their children and feel that it is the right thing to ask for. There was a broader discussion around homework.

**Is there much homework for year 6?**

The HT advised that it is ad hoc at the moment and will vary.

**Is it useful to have more to set them up for year 7?**

The HT advised that there isn't actually that much homework in year 7, and also that the school doesn't focus on preparing pupils for more homework in year 7. However, it is recognised that it might be useful preparation for pupils.

IB commented that there is lots of parental involvement in plays and costume design, and that this is valuable for parents as they are more involved in the school and have fun with their children with this at home, and that it is more fun than them doing a Maths sheet together. There was a broader discussion regarding prompts for parent/child interaction at home through school activity.

**Was the experience of SATS on the ground as bad as the media made it out to be?**

The HT advised that the Reading paper was more demanding than usual, but that the pupils here weren't as fazed by it as the media claimed pupils across the country were, and that there is always pressure with this but no worse than any other year.

The Chair asked if there were any other questions, and governors confirmed that there were none.

**B) Feedback from governor monitoring**

The Chair confirmed that the following governor monitoring reports had been circulated in advance of the meeting:

- Chair and HT catch up
- Link governor visit in relation to SEND



- Small group SEND

The Chair asked if there were questions on these, and governors confirmed that there were none.

#### **ACTIONS**

- 6.1** Chair to circulate the new SIAMS framework slides and information to all governors.
- 6.2** Chair and HT to arrange timing for an FGB agenda item regarding the new SIAMS framework

### **7. Policy reviews**

#### **A) Parent Debt**

The Chair confirmed that this policy was circulated to governors in advance.

#### **Have you ever been in a situation where you have had to consider legal action?**

The HT advised that they try to not allow such a situation to arise in the first place, and there was a broader discussion about this and conversations with parents over parental responsibility. The HT advised that they always try being empathetic and kind with parents whilst still asserting to parents what their responsibility is in this situation.

#### **Do we have many parents in debt?**

The HT advised not particularly, although occasionally with dinner money.

#### **How about school trips?**

The HT advised that there is always a proportion of parents that can't afford these but that they are reasonable and try and speak to parents and resolve it however possible and compromise. There was a broader discussion around school trips and how they are financed and cancellations. The HT advised that teachers have got better at encouraging and reminding parents of payment for school trips.

The Chair asked if governors were happy to approve this policy, and all governors confirmed that they were happy to approve the policy.

#### **B) Extreme Weather**

The Chair confirmed that this policy was circulated to governors in advance, and governors commented that it was an interesting read and that it is was all self-explanatory.



The Chair asked if there were any questions, and all governors confirmed that there were none and that they were happy to approve the policy.

The Chair thanked the HT for preparing these policies.

## **8. Health & Safety**

### **A) HT report on safety matters**

The Chair advised that a premises visit report had been received from RF in March which had been circulated to governors in advance of this meeting, and IB advised that they have tried scheduling another one but that it has not been possible yet. The HT advised that there was a pest problem with mice a little while back which seems to have cleared now, and there was a broader discussion around this.

The Chair asked if there were any other Health & Safety matters, and the HT confirmed that there were none.

### **B) Termly premises inspection**

N/A

## **9. Feedback from Governor training**

The Chair advised that a Diocese Governor training report had been received from TC and circulated to governors in advance of this meeting.

TF advised that as the Safeguarding governor they encourage all governors to do the NSPCC online training as it is already funded and is both valuable and is best practice for the governing body.

The Clerk agreed to set an annual reminder in the September agenda for the HT to show governors how to log into BEEM and access training.

### **ACTIONS**

**9.1** The Clerk to set an annual reminder in the September agenda for the HT to show governors how to log into BEEM and access training

## **10. Urgent business not on agenda**

N/A

St Bartholomew's CE Primary School  
Full Governing Body Meeting  
Wednesday 24 May 2023 at 5.00pm



## **11. The Grace**

*The Chair and governors concluded the meeting by saying the Grace.*

The meeting closed at 6:36pm

Signed .....[*Signed copy kept in school office*].... Chair of Governors

Date...10/07/23.....

The next FGB meeting will be on Monday 10<sup>th</sup> July at 5.00pm