

**LUCKINGTON COMMUNITY SCHOOL
MINUTES OF GOVERNORS' MEETING HELD ON
Monday 24th April 2023**

Present:

Julie Gingell (Head) – attended online, Jane Henshall (JHen); Vanessa Newman (VN); Kara Arduş (KA), Katherine Fisher (KF), Helen Maloney (HM), Sara Rodwell (SR), Paul Cook (PC), Nikki Neilson (NN), Krista Sharp (KS)

In attendance: Catherine Hula (Clerk)

17:30 Commence

ITEM 1 – APOLOGIES AND DECLARATIONS OF INTEREST

1. No Apologies
2. No Declarations of Interest noted

Change in agenda order so that NN can leave afterwards

ITEM 10 – FINANCE COMMITTEE/BUDGET UPDATE

3. Money towards IT project and security £15k.
4. Intake of 8 children this year, but only 4 accepted so far. Assume 5 children will come on roll the following year. There will be a pinch point on numbers in some year groups. Can't budget for 8 children each year.
5. Staffing - continued the model for Julie teaching 1 hour and someone else another 1 hour and includes a TA. SEN Lisa is on a 12-month contract and includes her.
6. IT, rear gate, and internal painting will come out of the capital.
7. EYFS – some money from this for the TA (fund of £5k) but not included beyond this year as it's a discretionary spend.
8. Sparsity fund has helped.
9. There have been pay increases, but no more money given for this. Support staff cost a lot. National Insurance has increased then decreased, and more money needed for electricity costs. Everything has gone up.
10. PC noted that there is enough surplus to carry us through and thinks the situation is OK for now, and that we're in a strong position as we're carrying forward £50k (13%).
11. Budgeted for 6 children not 8. Predicted next year to have a deficit but that's OK as we have a surplus.
12. Our accountant has left so we don't have the good county support at the moment.

13. Oil tank – think the lid was left open which was why there was water inside. Water has now been removed and the tank has been filled up and all is now OK.
14. Need more quotes for the rear fence, and think we need an intercom for the back gate.
15. IT to come under capital spend and it has to be over £2K.
16. Wiring quote £7k.
17. Fire extinguishers need replacing.
18. Looking at LED lighting and timers as this will be more economical.
19. PC – funding to county has been cut so costs to services will increase. Need to look at governor services and see if other services can offer similar at a lower cost e.g. NGA. Think schools will be less willing to fund school improvements when budgets are slashed. Academies will contract out for HR services etc. County charge a flat fee.
20. Julie can put out feelers through Hobbs Alliance for NGA, for future planning. **Action JG to research this as an alternative**
21. **KA question – do you think Pupil Premium will go down?** NN we don't know if children coming up will be Pupil Premium – see line 1005 on expenditure report. Don't have to ring fence for PP, we just need to say how money is spent.
22. NN to send out Microsoft form to governors to ask if all OK to sign off in a couple of weeks. **Action NN**
23. **Question to board - In principle are FGB Ok to look to recruit for 1 hour?** JHEN asked if we should review this. PC said we can look at this and see if there are any issues and keep it under review.

18:07 NN left the meeting

ITEM 2 – MINUTES OF PREVIOUS MEETING

24. The minutes of the meeting held on 27th February 2023 were accepted as a true record by the chair (PC).

ITEM 3 – MATTERS ARISING FROM PREVIOUS MEETING

25. The Head will do a google form to be approved for policies – ongoing
26. HM said it would be good to have another governor on board for the Finance Committee and SR said she would be happy to do this. HM to liaise with SR about this – done
27. Clerk to look at list of policies in the 2022 folder to see what needs doing next – ongoing
28. KA said that the school website needs updating and asked who would do this? Head said will aim for it to be up to date by Easter – done

ITEM 4 – HEADTEACHER'S REPORT/UPDATE (Standing agenda item)

29. Head apologised and explained that things have been tricky and there has been illness which meant the report was late.
30. School Development Plan – objective 1, this is on the website. Using PMD's to see how to make lessons more interesting. 5 a day elements approaches in lessons.
31. Objective 2 – Vernon spelling. Good progress made but there are discrepancies between tests and independent writing. SENCO has training on spelling interventions. Add on to Bug Club has been trialled and now purchased. Testing will only be 3x per year not 6.
32. Children will now read every day. Year 2 guided reading. Years 3 & 4 guided reading lesson together, and years 5 & 6 guided reading together.
33. PIRA- progress in reading assessments end each term. Need to support year 6 to be secondary ready.
34. Objective 3 – Maths to be more personalised for our children. KS2 follow White Rose, KS1 follow NCETM. Mastery approach for whole school. Results will be done on last year and so will the combined scores. Some strands taught a year ago.
35. Objective 4 – school values. No tutor time in the morning for year 6 so the Head needs to think about this. School values talked about every week in assembly. Thinks an area of development could be where the end of each lesson is linked to a value.
36. EWO advised how to record reasons for absence.
37. KF asked if all stats are based not on national average but KS1 EYS starting points and KS2 starting points – Head confirmed this
38. JHen asked if governors can see a story or record as to what support the children have had – Head asks VN if we can look at Covid catch-up on the impact.
39. KF asked in each academic year do we have a pathway for their progress
40. JHen said that some children may have had ELSA.
41. KF said we need to see a graph and any dips in progress. When children come in what was their base line? There are going to be children not hitting above targets, but we need to know their story.
42. VN – some children in year 2 were below target before Covid. There may be some lack of data between year 2 & year 6.
43. KA said we need to look at the impact of interventions to see if they are working or not.
44. JHen said not all children will reach expected levels due to SEN etc, but we need to show this.
45. **Action – Head & VN to provide data for year 6 children to explain their stories and progress to governors, and state if there is SENCO and/or Pupil Premium (% wise, not naming individual children)**
46. Lisa has had Ofsted in 2 schools so can do IAPs.
47. Need to tweak tutor timetable for year 6.
48. To add file notes on why something may or may not be a concern.
49. Head to look at policies on the website **ACTION Head**

- 50. Need risk assessments for adults on site.
- 51. Celia (SIA) came in and Head met with her on Friday. Will share the SEF document once finished writing it up. **Action Head once document completed.**
- 52. Head will try and supply next time when we need another teacher.
- 53. Pupil numbers – 8 have applied and 4 have accepted. Still waiting for the others to accept.
- 54. Likes the governors visits, so we can demonstrate meeting objectives and that the national curriculum is being covered.
- 55. KA – going on well being training in June
- 56. PC – KA has done the French and RE reports which haven't been circulated yet. Will do this before the next meeting. **ACTION KA**
- 57. JHen is behind in science – will submit Healthy Schools **ACTION JHen**
- 58. KF is behind as Head had to cancel before Easter, and will do hers tomorrow

ITEM 5 – SAFEGUARDING (Standing agenda item)

- 59. KF will look at SCR - she's not spoke to NN yet as she has been busy with the budget.
- 60. PC – this may not need to be on every agenda. County recommends 3x per year.

ITEM 6 - CHAIR'S UPDATE (Standing agenda item)

- 61. PC – said there's no update. MASG meeting was cancelled. There is a meeting in Trowbridge in the next couple of weeks which PC and the Head are going to.

18:49 KS left the meeting

- 62. Head – waiting to see what will happen in school hubs for SIA visits.

ITEM 7 – GOVERNOR MONITORING (Standing agenda item)

- 63. Covered in Head's report section

ITEM 8 - SCHOOL FUTURE OPTIONS PROJECT (Standing agenda item)

- 64. JHen met Tim Gilson with the Head. He was knowledgeable and put forward the advantages of being in a MAT. He thinks we need to do something as the county has less money. Tim has been told he ought to have primary schools in their MAT. He wasn't put off by our small size. He did say there will be a point when they can't take any more schools on, and the process could take up to 18 months.
- 65. Next steps are for KA and JHen to find out from the Chairs what other schools are doing.

66. PC – there is a push to join a MAT and to become an academy from the director. County is less certain of what to do.
67. JHen – think we need informal talks with people to get their views.
68. PC – it would be interesting to see what Hobbs Alliance are thinking. He gets the impression that county isn't pushing academies, but going down School Improvement Hubs. MAT's go on pupil numbers rather than numbers of schools.
69. Head – likes Equa MAT and she is considering meeting the CEO and inviting Hobbs Alliance along as well, to see what they can offer.
70. JHen – we need to explore options. She met with Hobbs Alliance and asked tough questions. Replied they are either in or out, and there is nothing to stop them shutting down schools.
71. PC - a good question to ask is how they run their governing boards.
72. JHen – Tim Gilson said if we're in a federation and then try and join a MAT it would be complicated.
73. SR – thinks meeting with Equa would be good if we lead on the meeting.

ITEM 9 - IT PROJECT (Standing agenda item)

74. Documents are in the Governors folder.
75. Information gathering stage – looking at purchasing v leasing. Leasing looks to be the preference initially. Tim will have a look at the options.
76. It's important to get right the speed of the internet.
77. KF – we need Tim and NN to present the options.

ITEM 11 - AOB

78. JHen wants to thank staff for the last couple of weeks regarding the staffing issues.
79. JHen happy to do a card on everyone's behalf for Jenny who has now left.

ITEM 13 - NEXT MEETINGS

- Term 6 Mon 12th June 17:30

Meeting concluded at 19:11