



**Minutes of a meeting of the Governors of
St Hilary School; Tuesday 10th July 2018.**

Present:			
Lucy Beckerleg (Chair)	LB	Ashley Larter	AL
Kelley Butcher (Headteacher)	KB	Louise Greygoose	LG
Rob Hamshar	RH	Joher Anjari	JAn
Michelle Brant	MB	Peter Scrase	PS
Jo Atkinson	JA	Kinga Tunnicliffe	KT
Alex Cock	AC		
Erika Hewett	EH		
		Charlotte Fraser (Business Manager)	CF
		Janet Standing (Clerk)	JS
Apologies:		Pecuniary Interests:	
Dave Sharp Yvonne Oates	DS YO	No changes recorded	

		Action
1	Minutes:	
1.1.	The minutes of the last FGB were approved to be accepted All in favour	
1.2	Matters Arising; None presented	
2.	Budget:	
2.1.	The budget is in a better position than originally forecast at the end of August the forecast deficit has been reduced to approx £14,000	
2.2.	The Budget monitoring figures to date were circulated	
2.3.	Savings had been made as MB had been teaching y5.	
2.4.	Variances on supply were noted	
2.5.	The monitoring report was approved as read	
2.6.	The Budget for 2018/2019 was presented.	
2.7	A number of children had left the school for a variety of reasons but all the places had been filled	
2.8	CF detailed the budget to Governors present	
2.9	A favourable variance of £8,587 was noted	
2.10	The GAG funding had increased by £7,000 (this was a year in arrears)	
2.11	The staff costs had reduced by £28,000 as the school had lost a teacher	
2.12	The caretaker had left the school which had resulted in a £6,000 saving	
2.13	Maintenance and ICT budgets had been increased slightly	



<p>2.14</p> <p>2.15</p> <p>2.16</p> <p>2.17</p> <p>2.18</p> <p>2.19</p> <p>2.20</p> <p>2.21</p> <p>2.22</p> <p>2.23</p> <p>2.24</p> <p>2.25</p>	<p>A small reception class coming in had meant that the KS1 area had been reduced from 4 classes to 3.</p> <p>One of the minibuses was now starting to cost money and would need replacing, this was a difficult decision given the current budget</p> <p>A discussion took place on this</p> <p>It is to the school's benefit to run two minibuses as regards to hiring coaches.</p> <p>The school needed to decide whether it was better to purchase a minibus before entering the MAT</p> <p>The £8,000 could be put in a minibus fund and the PTA could be asked to raise money for this purpose. This was agreed</p> <p>Using a minibus for community use and applying for lottery funding could make the school vulnerable in terms of meeting its own commitments. This could be investigated further</p> <p>A discussion took place with regards to the possibility of the MAT having a pool of minibuses</p> <p>It was proposed by KT and seconded by AC that the budget as presented be accepted. All in favour</p> <p>Sundry Debtors;</p> <ul style="list-style-type: none"> • One debt of £74.80 was owed to the school from a child who had left the school • It was agreed that a final letter be sent requesting this payment or legal action may be taken <p>Toilet Refurbishment</p> <ul style="list-style-type: none"> • The governors agreed that they were happy to accept the quote from Currie and Brown for this work to be undertaken <p>Financial Checks</p> <ul style="list-style-type: none"> • AC agreed that he would come into the school to undertake financial monitoring before the next Audit 	
<p>3</p> <p>3.1</p> <p>3.2.</p> <p>3.3.</p> <p>3.4</p> <p>3.5</p> <p>3.6.</p> <p>3.7.</p> <p>3.8.</p> <p>3.9.</p>	<p>Head teachers Report;</p> <p>This had been circulated in advance of the meeting</p> <p>The school cricketers had won the County final and would now be taking part in the Regional Finals</p> <p>Congratulations were expressed to the school team</p> <p>A very successful trip had taken place to the Isles of Scilly.</p> <p>KB was thanked for a comprehensive report</p> <p>A discussion took place regarding the drainage problem if cleaning took place each month as part of routine maintenance this would take care of this</p> <p>Staffing situation was updated to Governor</p> <p>Thanks were expressed to Dawn Harvey who was leaving the school and it was resolved that the Chair should write to thank her</p> <p>Challenge Partners would be taking place in the next academic year no dates formalised as yet</p>	<p>DS</p>
<p>4</p> <p>4.1.</p> <p>4.2.</p>	<p>Teaching and Learning;</p> <p>Dyslexia and Inclusion accreditation;</p> <p>An assessment had been carried out and the school had been re accredited</p> <p>End of year results;</p>	



<p>4.3. 4.4. 4.5. 4.6. 4.7. 4.8 4.9 4.10 4.11 4.12 4.13 4.14 4.15 4.16</p>	<p>The KS2 results had been received today and the results were circulated to Governors</p> <p>These would be analysed over the next few weeks</p> <p>Phonics screening; 82%</p> <p>KS1; Reading 78.9% Writing; 81.6% Maths; 68.4%</p> <p>These were above last year's national average in two areas</p> <p>KS2 results were very good and were above the national average for last year</p> <p>Reading 91.4%, Writing 97.1%, Maths 88.6%, GPS 91.4% , R,W, M, combined 77.1% Cohort of 35 children.</p> <p>Maths has been a focus for the past two years and the results are now being seen in the data</p> <p>Gender breakdown was detailed</p> <p>Congratulations expressed to all the staff involved</p> <p>Report from EYFS Governor;</p> <ul style="list-style-type: none"> • Deferred to next meeting <p>Class Arrangements for 2018/2019;</p> <p>The school would retain 4 KS2 classes but would reduce to 3 KS1 classes</p> <ul style="list-style-type: none"> • RH Y6. • AL Y5 • ND Y4 • KJ Y3 • Kate Y2 • Y1 Reception x 2; CS and JG • There will be an amount of flexibility allowed as there will be one empty classroom in KS1 • No concerns had been raised by parents <p>Staffing;</p> <ul style="list-style-type: none"> • Dawn Harvey would be leaving at the end of the term • The sports coach would be leaving at the end of the term 	
<p>5 5.1. 5.2 5.3 5.4 5.5. 5.6 5.7 5.8.</p>	<p>Health and Safety Audit;</p> <p>KB detailed the report to Governors.</p> <p>The H & S Action plan was presented.</p> <p>The report put the school in the mid 70's which was lower than the school had been told verbally</p> <p>In areas where the school was fully compliant they had been scored 4, this had been contested and re adjusted to 5</p> <p>Other minor adjustments had been made on areas that the school had contested</p> <p>This is an area that may ultimately be covered by the MAT</p> <p>The areas that required attention by the school had now been addressed</p> <p>Viv Laity is the named person for Health and Safety in the school and her role is monitored. The Head teacher holds ultimate responsibility</p>	
<p>6 6.1.</p>	<p>Sports and Pupil premium;</p> <p>Deferred to September</p>	



7	Governance;	
7.1.	Governor Monitoring;	
7.2.	JAn had visited the school and would be formulating a report	
7.3.	JA JAn and AC had undertaken Governor training with Bex Couch.	
7.4.	Governor Update;	
7.5	KB announced that PS had announced his intention to retire from the GB.	
7.6	PS stated he has spent many years in education and felt the time had come to retire as the school entered a new phase	
7.7.	KB thanked PS for all his work on behalf of the school as a Governor since 1996	
7.8.	PS thanked KB for the way she had led the school forward and congratulated the Governors on their foresight and enthusiasm	
8.	Diary DAtes; 25 th September 2018 at 6pm	
8.1.	Other dates to be circulated when agreed	
9	Exclusions; None presented	
10	Governor Effectiveness;	
	<ul style="list-style-type: none"> • Regular meetings between Head and Chair • Governor monitoring taken place • Governors continuing to work towards becoming members of a MAT • Budget monitoring presented and new Budget for 2018/2019 agreed • GDPR – Governors emails in place • Governor to undertake financial monitoring in school prior to audit • Governor meeting dates to be set for 2018/2019 academic year 	

The meeting closed at 7.05pm

Signed;.....Date;.....