



School name:	St Bridget's C of E Primary School	Meeting of:	Full Governors	
Date/time:	Tuesday 7 th March 2017 6.30pm	Present:	Dr S Darby (SD) Dr A Owen (AO) Rev J Bleazard (JB) Mrs A Waring (AW) Mr F Price (FP) Mr K Chappell (KC) Mrs I Longmore (IL)	Mrs J Connah (JC) Mrs S Lea (SL) Mrs K Nickson (KN) Mr N Le Feuvre (NLF) Mr N Ledingham NOL) Mr A Eckford (AE)
Apologies:	Ms A McDonald AMcD) Mrs C King (CK)	Others in attendance:	Miss S Marriott (Clerk) Mrs E Johnson (EJ) Mr R Neal (RN)	
Agenda Item				Action
1.0	Welcome and opening Prayers JB SD opened meeting 6.30pm <ul style="list-style-type: none"> Prayers lead by JB <ul style="list-style-type: none"> Parent Governors – SD introduced Andrew Eckford as our new parent governor commencing 7.3.17. Governors welcomed to AE and each governor introduced themselves SD acknowledged that we will shortly need elections to replace two parent governors from 17.4.17 SD thanked NOL on behalf of all the governors for the tireless work he has done for the governors and school noting that this is his last Full Governors meeting			
2.0	Attendance and Apologies As above			
3.0	Declaration of Business or Other Interests None declared			
4.0	Minutes of the previous meeting SD asked governors if they agreed these were a true account of the meeting. All governors present were happy with the minutes			
5.0	Matters arising from the minutes of the last meeting <ul style="list-style-type: none"> School vision <i>see new governor hand book</i> See point 6.0 RRSA – SD congratulated NS all her continued hard work and asked if we now go to the next level. NLF advised that we are one of only 200 schools at the current level and now plan to share our RR journey with other schools embarking on this journey, further commenting that we are now really about sharing and getting other schools on board. SD verified that this was part of level 2 NLF confirmed this SMcH has agreed to be the Safeguarding Governor for school SD advised that there had been an overview (safeguarding) meeting on 15.2.17 with NLF. The report is now on the VLE. NLF added a brief overview of the safeguarding situation to governors Hayes safeguarding online training is in the process of being completed, most staff and governors have now completed this NLF and SM to follow up 			NLF/SM

	<ul style="list-style-type: none"> • Safeguarding working party to monitor PP & PP+ • Skills audit returns are to be returned to SM who will complete the matrix analysis for governors • 20 questions every GB should ask themselves – posted to VLE SD any questions about this there were none <p>SD asked governors if there were any further matters they wished to bring up</p> <ul style="list-style-type: none"> • FP and AW asked for an update on the after school provision with Chaos. NLF reviewed this for governors <p>SD advised governors of the planned strategy for the replacement of the Deputy Head RN and EJ were asked to leave the room while this matter was reviewed by governors. AO reviewed the discussions and conclusions from the Personnel meetings outlining the reasons for the decisions reached by the committee on behalf of the governors she concluded by advising governors that the recommendation was that;</p> <ul style="list-style-type: none"> • Applicants would be invited for the two Assistant Head positions • Successful Applicants would be invited to an interview/review process <p>Discussion arose amongst governors present resulting in the following;</p> <ul style="list-style-type: none"> • Two Assistant Head posts would be advertised internally at Easter with interviews following the Easter Break <p>Proposed by; SL Seconded by; FP EJ & RN returned to the meeting</p>	All governors/SM
6.0	<p>New Governors Handbook and a Competency Framework for Governance – posted to VLE</p> <p>SD had particularly noted the following points and asked governors for input</p> <p>What's new: Strategic direction, <i>where do you see the school in 5 years?</i></p> <ul style="list-style-type: none"> • SD talked about this generally particularly noting that we now needed a governor to be responsible for monitoring school data, she suggested this be split between the Finance and Curriculum Committee <p>Accountability for data</p> <ul style="list-style-type: none"> • As Above <p>Relationship with parents, promote community cohesion 6.8.18 SD</p> <ul style="list-style-type: none"> • SD advised that we are working towards this <p>Developing the right skills and more specific training 4.27</p> <ul style="list-style-type: none"> • This is ongoing <p>Collaboration with other schools 5.52 <i>and teaching school alliance</i></p> <ul style="list-style-type: none"> • Noted in previous meetings and HT reports. NLF happy to update governors at any point <p>Disapplication regarding the National Curriculum 6.418</p> <p>SD noted that the School Vision was of particular interest at this point as it has been advised that Governors should set the vision for schools. SD raised the following points;</p> <ul style="list-style-type: none"> • We are already involved with the school vision how can we be seen to be continuing to do this 	IL,SL & AE

	<ul style="list-style-type: none"> As we have such a good leadership team how can we as governors take ownership for how we have a say in this. NLF has commented on this in his HT report. SD asked where we see the school in five years' time. SMCH noted that this is already addressed in the SDP as we work with NLF when updating this so effectively this is our 5-year plan <p>A discussion arose amongst the governors about this matter</p> <p>Conclusion (School Vision)</p> <ul style="list-style-type: none"> NOL noted that there is a danger of complacency and we must be careful to guard against this SMCH noted that the SDP is a working document and we could add in elements to cover some of the points raised SL noted that there had been a great deal of discussion about the school vision in previous meetings, agreeing that governors should support the schools vision, however SL and SMCH felt that governors shouldn't set the vision. SL further noted that we have held NLF to account on strategic vision and this is all thoroughly discussed with governors AO felt that this was a governor responsibility, noting that this had come up in recent training with Edsential. AO explained that the 2017 handbook for governing bodies says governors will be held to account if they are not the vision setters <p>There was a further lengthy discussion amongst governors present on the on the matter of the school vision</p> <p>Conclusion</p> <ul style="list-style-type: none"> Governors should talk about key issues, the challenge now is what we want learning to look like for our children SD suggested governors thought these matter through for possible further discussion 	All governors
7.0	<p>Head teachers report NLF</p> <p>NLF reviewed his report for governors present highlighting the following points;</p> <ul style="list-style-type: none"> Work with other schools, noting the most interesting thing links are with Dawpool and St Peters. NLF is looking at the possibility of governors from all schools meeting in the coming winter term The issue of academies is ongoing and reviewed regularly <p>SD thank NLF for his report, noting that she had requested new items for the governors and asked governors if they had any questions or comments</p> <ul style="list-style-type: none"> NOL noted that he had found the timeline and the total number of students very helpful 	
8.0	<p>Reports from committees</p> <p>Christian Ethos committee</p> <p>JB reviewed the Christian Ethos Development Plan highlighting the following;</p> <ul style="list-style-type: none"> Ethos committee has a meeting coming up soon to discuss further improving cohesion between school and church. JB noted that he is really happy to advise the children are really engaging with this ethos, further noting how encouraged the committee is by this and how it has been developed and maintained over the last 5 years 	

	<ul style="list-style-type: none"> • The committee is looking at ideas for how we can continue to encourage school and church to work together whilst exploring new angles • Our ethos is to continue to listen to others voices and connection to each other to help us planning best practice around school • Part of the plan to is to explore key events in church life i.e. holy communion in schools and preparing for this if children are interested • Experience Easter last year was a great experience. This year we are looking at; experiencing the many aspects of the resurrection with children <p>NLF commented that this is an excellent example of cohesion between staff and governors and we are now looking at how can we could make this even better</p> <p>Personnel committee – 15.2.17 AO gave the governors a review of this meeting and advised the minutes would be circulated as soon as possible</p> <p>Finance and Health and safety committee – 02.12.16 SL advised that the minutes of 02.12.16 had now been superseded by the more recent meetings on 01.02.17 and 27.2.17. SL advised that both sets of minutes would be circulated after this meeting and invited governors to advise the clerk of any questions they may wish to raise before the next full governors meeting. SL high lit the following points from the meetings for governors;</p> <ul style="list-style-type: none"> • The Bursar had given a full reviewed of P9 accounts this gives us a good indication of where we are now • Overall we are very healthy and we currently have finances to deal with possibly eventualities • The committee have fully reviewed and updated SFVS this will now be sent to LMS by SM • Review of benchmarking shows we are quite healthy • SL noted that the funding for the new build has been a huge relief for school leaving funds for other things <p>SL thanked NLF and the Bursar for their continued good management of the school finances.</p> <p>SL updated governors on the Health and Safety meeting highlighting the following;</p> <ul style="list-style-type: none"> • H&S representative is coming into school regularly • New building work is due to start after the Easter break and finished two weeks before we return after the Summer break. The site inspections have been done. SL noted for governors that there may be issues but we will be monitoring this as it progresses. She further noted that there would be disruption however this should be well managed and kept to a minimum <p>Questions;</p> <ul style="list-style-type: none"> • AO asked about safety and whether the contractors have DBS checks. NLF confirmed that the NW Constructions will have these. Also, he has the LA's written assurance that all are bona fide. AO further enquired if we are accountable for this, NLF advised that he has checked and this is not the case. SL noted that the site will be cordoned off to avoid any issues • AW asked whether the issue of contractors having mobile phones on site has been addressed. NLF confirmed that the contractor is dealing with this 	<p>All Governors</p> <p>SM</p>
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	<ul style="list-style-type: none"> NLF and SD attended the last meeting about the new build, SD commented positively on this <p>Curriculum Committee – 14.2.17</p> <p>IL gave governors a full overview of the meeting advising that they had looked at</p> <ul style="list-style-type: none"> Singapore Maths continued progression Literacy Link governor has been into school It had been noted that some areas of education are not being covered by governors. IL has had meeting with NLF to review this and it was decided that one governor representative should come into school to review this. Performance data knowledge it is confirmed that the responsibility for this is now with the curriculum committee and the idea of changing the name of the committee to 'Curriculum and Standards Committee' had been discussed <p>Inset days for 2017/2018 had been discussed and agreed this are now to be emailed to Parents. This motion was;</p> <p>Proposed by: IL</p> <p>Seconded by: SD</p>	
9.0	<p>Reports from Link governors</p> <p>Parent and Staff link governors AM/ KN</p> <ul style="list-style-type: none"> KN reported that there had been a recent meeting with very good attendance KN restructured. NLF noted that there had been good conversation and ideas <p>Work life balance assemblies and church services JB</p> <ul style="list-style-type: none"> Emma Crouch (curate) and one of the parish members to start taking assemblies from tomorrow <p>Curriculum link governor AO</p> <ul style="list-style-type: none"> Plan in place for reading. NLF added that the HT from St Bernard's work in school for higher level reading skills has been very useful <p>Sports and PE link Governor SD</p> <ul style="list-style-type: none"> Nothing new this term all very healthy <p>Science and IT link Governors SD/SL</p> <ul style="list-style-type: none"> 2 visits have taken place; EJ's work in IT is excellent and book scrutiny review had been completed, governors thanked EJ. RN had been observed giving a science lesson this has also been excellent. Reports to be emailed to SM to be posted to the VLE <p>Early Years Link Governor AO/ CK</p> <ul style="list-style-type: none"> Playground observations and Phonics lessons all great <p>SEN/Gifted and Talented Link Governor FP/ SL</p> <ul style="list-style-type: none"> Report done by FP and SL after meeting with EJ Talked about challenges for school to best help the progress of these children 	SL/SM

	<ul style="list-style-type: none"> It was noted that funding is not always there for children however school are keen to put in place the correct development for these children. Governors thanked EJ for the excellent work being done, FP noted that this is a big job which is being done admirably by EJ, NLF also added his praise <p>Numeracy Link Governor AW /SL</p> <ul style="list-style-type: none"> In last week with FS in tomorrow to see year one. AW asked NLF for a copy of the visiting heads report please. Moving up through school NLF advised that a Visiting head is coming in tomorrow to look at Singapore Maths noting that this is very positive and reaffirming <p>Literacy Link Governor IL/JC (current school literacy lead in school KN)</p> <ul style="list-style-type: none"> JC commented positively on the power of reading meeting with VN that had taken place prior to her maternity leave, she thanked VN for her work on this Lesson Observations had be positive in year 4. Link Governors now hoping to view further lessons as books progress Link Governor has been in to view Literacy lessons with KN (currently acting Literacy Lead). Next step to see all Read Write Inc. and the Reading Action Plan 	NLF
10.	<p>Governors Reports on Training: KN</p> <p>These are on the VLE for governors to view. KN has also updated the summary list for governors this is now just for the current school year and a copy is also on the VLE.</p> <ul style="list-style-type: none"> Governors to continue to send reports after training to KN Governors to check that the summary has their training on and advise KN if they have any alterations <p>SD talked about plans to include governors on the school Perspective Online Management and Improvement System for Schools to log and monitor governor visits this is being looked into by SM</p> <p>SD raised the question of whether we should join the NGA online training for governors and asked governors to review this</p>	SM All Governors
11.	<p>Wirral Governors Forum KN /SD</p> <p>KN reported that there has still not been a meeting to date</p> <p>SD noted that she had attended the directors briefing which included a talk by Julia Hassall the Director of Child services. They have produced a Framework for Thresholds on referring children to them via Sue Talbot the Schools Commissioning Manager and Andrew Roberts the Director of Finance</p>	
12.	<p>Chester Diocesan Education Schools Bulletin JB</p> <p>JB noted that there was nothing new to report a present</p>	
13.	<p>Local Authority Items:</p> <p>Publication of the information on the Public-Sector Equality Duty What is this?</p> <ul style="list-style-type: none"> NLF gave a brief update on this document, noting that the requirement is to; publish data about how we promote equal opportunities within our school. NLF is currently reviewing/updating this for school. 	NLF

14.	Any Other Business SD raise the matter of this year's social meeting with school teachers and governors. NLF explained that governors and teachers meet at the Ring o Bells to socialise after school <ul style="list-style-type: none"> Governors agreed on 27th June 2017 after the school day has finished SD asked KN to thank school staff for use of staff room	KN
15	Date and time of next Full Governor meetings 16 th May 2017 4 th July 2017 Before closing prayers SD thanked NOL again and presented him with a gift and card from the governors. NOL thanked everyone for their kind gesture saying he was sad to be leaving as it had been an enjoyable 8 years	
16.	Closing Prayers lead by JB	

Meeting closed at 8.40pm