

**Ashbourne Primary School
Full Governing Body Meeting
Wednesday 5th July 2023, 5pm**

Minutes

Present

Ashley Tabony (Chair)
Paula Chisholm
Heather Davis
Ken Torr
Colin Smith
Amanda Bailey
Vicky Howell
Chetali Patel
Louise Yeomans

Apologies

Chloe Woolley – maternity leave

Agenda Items:
FGB.05.07.23-1 Apologies i. apologies given: none ii. acceptance of apologies : none AT welcomed Louise Yeomans as a new governor. Governors accepted resignations from Katie Whitby and Jeremy Cresswell.
FGB.05.07.23-2 Declarations of interest: AT, PC, HD and VH declared an interest in item 17 and abstained from a vote.
FGB.05.07.23-3 Confidentiality statement: Governors were reminded that matters discussed in the meeting are confidential and that the way of making these matters public is through the minutes.
FGB.05.07.23-4 Minutes of the last meeting – April 26 th 2023: The minutes of the meeting were accepted as a true and accurate record of the meeting.
FGB.05.07.23- 5 Matters arising from the minutes of the last meeting (only items not on this agenda): None
FGB.05.07.23-6 Minutes from committee meetings since the last meeting of the full governing body (only minutes that have been ratified by the committee) • RFL Aril 18 th 2023: ratified at committee. • TLC April 18 th 2023: ratified at committee.
FGB.05.07.23-7 Matters arising from committee meeting minutes: None
FGB.05.07.23-8 School Improvement Plan: Updates to the SIP were reviewed by governors. PC informed them that she is awaiting current assessment data to update the SIP further. KT questioned whether the issue of pupil's memory of work covered previously, had proved to be a valid point when it was raised by OFSTED. PC/HD informed governors that some good strategies had been developed in response to this including memory minute, a memory book and flash back Friday. She added that many schools are working on improving pupil's memory of previous learning. PC informed governors that writing remains an issue and work by other schools in this area is being investigated.
FGB.05.07.23-9 Data summary : KS2: awaiting results KS1: Phonics 86% RWM 67% PC/HD concluded that the data available so far showed that pupils had made good progress but

attainment is weaker.

FGB.05.07.23-10 Staffing and class structure Sept 2023: Governors reviewed and accepted the staffing structure for 2023/2024

Year 6 : Miss Durose

Year 5/6: Mr Clark

Year 5: Miss Archer

Year 4: Mrs Emberley and Mrs Adams

Year 3: Miss Valentine and Mrs Thornley

Year 2: Miss Tyrrell (Miss Davis on Mondays)

Year 1: Mrs Stewart

Reception/Nursery: Miss Toone

Mrs Howell is on maternity leave

Miss Hill is getting married and will become Mrs Stewart

Miss Davis will take back responsibility for SENCO for the year, supported by Miss Archer.

Mr Dell, Mrs Powling and Miss Lambert will cover PPA.

Nursery will be supported by a level 3 qualified teaching assistant.

KT reminded governors that in a previous meeting consideration had been given to making Miss Tyrrell's contract permanent; at the time it was agreed to maintain the temporary contract but to review this again in light of the financial budget.

Governors reviewed the situation of the school budget and Miss Tyrells contract and agreed to make her contract permanent.

FGB.05.07.23-11 Governor roles 23/24: Governors agreed the following roles for 2023/2024

AT: Chair of Governors.

Chair of RFL.

Reading.

Communications topic.

KT: Vice chair of Governors

Chair of TLC.

Safeguarding

Health and safety

On line safety.

Pupil premium.

Religion.

Aspirations topic.

CS: GDPR

Maths and STEM.

AB: Creativity topic.

CP: Well - being and anti-bullying.

STEM.

LY: Diversity.

SEND.

FGB.05.07.23-12 Academy update: PC updated governors on the progress of the MAT application.

The application has been submitted to the DFE, a consultation process will take place in the autumn term and conversion is planned for April 2024.

Governors noted the progress of the application.

FGB.05.07.23-13 Nursery update: PC updated governors on the nursery class at APS. There are 8 children starting in September with further children joining in January and April. Some children will attend full time and others on a part time basis. Policies and risk assessments have been completed. Governors noted the progress with the nursery.

FGB.05.07.23-14 Parent responses to price increases: Governors reviewed and discussed parental responses to the increase in prices for wrap around care. They noted parent's comments but felt that the increase in prices for wrap around care were fair and the new charges were comparable to other local wrap around care. In response to comments concerning the food provision in wrap around care, PC informed governors that it has been reviewed and will be improved.
FGB.05.07.23-15 Financial policies – FGB.05.07.23-15a. Financial roles, regulations and procedures: This is a model policy. Governors accepted the policy. FGB.05.07.23-15b. Financial limits summary: This is a model policy. Governors accepted the policy. FGB.05.07.23-15c. governor financial skills audit: PC asked CP and LY to complete the governor financial skills audit.
FGB.05.07.23-16 Flexi-schooling request: Governors considered and discussed a request for flexi schooling for a child in Reception class 2023/2034. Governors agreed to continue not to offer flexi schooling and denied this request.
FGB.05.07.23-17 Staff holiday request: <i>This item was deemed confidential.</i>
FGB.05.07.23-18 Governor ROV: Governors reviewed the induction visit for CP and LY.
FGB.05.07.23-19 Any other business: None
FGB.05.07.23-20 Date of next meeting – TBC
FGB.05.07.23-21 Determination of items deemed to be confidential: FGB.05.07.23-17