

Through God's grace, a community growing in knowledge and understanding



Cambridgeshire
County Council



Meeting Date & Time: Thursday 4th May 2017, 4pm – 6.36 pm

Attendance & Apologies:								
Foundation Governors:			Parent Governors:			Staff Governor:		
Mary Jane O'Sullivan (Chair)	MJOS	P	Rebecca Imhagwe	RI	Ap	Phyllis Maynard	PM	P
Claire Southgate (Vice Chair)	CS	P	Monica McDonald	MM	P			
Fr Pat Cleary	PC	Ap				Clare Clark (Headteacher)	CC	P
Dr Charlotte Woodford	CW	P	Local Authority Governor:					
Harry Roberts	HR	P	Sonali Kumarakulasinghe	SK	P	Associate Members:		
Terry Taylor-Crush	TTC	P				Lizzy Bennett (Deputy Head)	LB	Ap
Janet Scally	JS	Ap	Co-opted Governor:			Veronica Harvey (Deputy Head)	VH	P
Joan Brierley	JB	P	Shauna DeWolf	SdW	P			

(key: P = present, Ap = apologies received and accepted, ApN = apologies received but not accepted, A = absent)

In Attendance: Mark Dowling (clerk), Teresa Selvey (Item 2), Flavio Vettese (FV) (Item 2), Jenny Robertson (JR) (Item 3)

Opening Prayer

Agenda documents are in the folder for 4 May 2017 meeting on the Governors' secure login page of the website.

	Notes	Actions/Dates/ Person responsible
0	Opening Prayer	
1.	Pecuniary interests and declaration of interests relating to items on this agenda None	
2.	Academy Status: The Chair and Flavio Vettese (Deputy Director, Diocesan Schools Service) recapped the current position and the reasons for discussion further to the one at the Full Governing Body Meeting of 20 April 2017. <ul style="list-style-type: none"> • Since 20 April, the Chair had had further discussions with FV and with the Chair of Governors at St Albans. • The Deputy Regional Schools Commissioner had advised that it was not essential for any Free School bid to 	

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	<p>be submitted by a MAT. The preference for forming an 'empty' MAT expressed at the previous meeting therefore no longer seemed appropriate.</p> <ul style="list-style-type: none"> • The Diocese wanted to see all of its schools in MATs. It was intended that proposals for MATs would be considered by the Diocesan Schools Commission in September. • Cambridge and Peterborough Headteachers were expected to express their schools' preferences at their next planned meeting on 25 May. • No bid for new schools would be submitted until September 2017 at the earliest. <p>Mr Vettese confirmed that, while a MAT needed to have a Chief Executive Officer, it did not have to have a 'lead school'.</p> <p>Teresa Selvey (Chief Executive Officer of Our Lady of Walsingham Catholic Multi-Academy Trust) led a discussion of her experience in the formation of a Multi-Academy Trust.</p> <p>Teresa Selvey & Flavio Vetesse (FV) left the meeting before Governors continued with the discussion. After further discussion, ➤Governors agreed unanimously that their preference would be to set up a Cambridgeshire and Peterborough MAT within the next year, with all schools as equal partners. The Governors believed that such a MAT would be more beneficial to the children than a two-school MAT because it would provide:</p> <ul style="list-style-type: none"> • larger capacity for school improvement due to <ul style="list-style-type: none"> ○ a broader demographic range within the MAT ○ a broader base for staff development and sharing of knowledge and skills • financial advantages due to economies of scale <p>Governors realised that their choice would not necessarily be acceptable to the other schools involved, but decided not to express any second preference themselves.</p> <p>Governors hoped it would be possible for the Chairs and others from all four schools involved to start to meet informally rather than just having meetings with representatives of St Alban's. The Chair would feed this back to the Chair of Governors at St. Alban's.</p>	<p>MJOS to feed back this preference to FV by 10.05.17 CC to feed back to other Catholic Headteachers on 25.05.17</p> <p>MJOS by 26.05.17</p>
3.	<p>SEND report</p> <p>Jenny Robertson (School Inclusion Manager) presented a report on SEND in the school. ➤Governors paid tribute to Mrs Robertson's work as SENCO / Inclusion Manager for nine years and her success in raising the profile of Inclusion and developing the understanding and capacity of all teachers and teaching assistants in this area of their work. JR would forward a copy of her presentation to MJOS to be circulated to all Governors</p>	<p>JR/MJOS by 08.05.17</p>

4.	Report on the performance against Budget for the Financial Year 2016/17 The Finance and Personnel Committee had reported a carry forward balance of £111,275 compared with the Budget for the year 2016/17.	
5.	Approval of the Budget for the Financial Year 2017/18 Governors received the recommendation of the Finance & Personnel Committee for the proposed 2017/18 budget (as described in the minutes of that Committee's meeting of 28 April 2017) which is balanced successfully leaving £62K in reserves. ➤ Governors enquired about the funding of the increase in the number of classes by one, the effect of there being empty places in some year groups, and the effect of rising on-costs for employees. ➤ Governors accepted the recommendation of the Finance and Personnel Committee for the Budget for 2017/18 and the budget was adopted unanimously. The details of the Budget would be placed in the secure area of the website.	MJOS by 12.05.17
6.	The minutes of FGB of 20th April 2017 were approved.	
7.	Significant matters arising from minutes of previous meeting An issue of the Governors' newsletter including the results of the survey of parents had been produced. The results of the survey had also been a topic at the Parents Coffee Drop-in, which the Chair had attended.	
8.	Headteacher's Report The Head reported a good start to the term, a current focus for Y6 on SATs, the prospect of a number of activities including residential trips for Years 5 and 6 later in the term, and the approval of the plan to create an additional space adjacent to the Hall during the first half of next term.	
9.	Chair's Business None	
10.	Safeguarding ➤ Governors noted that the DfE published new guidance on Child Sexual Exploitation on 16 February 2017 The Chair had checked the Single Central Record that day and was satisfied that it was very thorough.	
11.	Learning & Achievement Committee Report ➤ Governors received the unconfirmed Minutes of the meeting of 23 March 2017	
12.	Finance & Personnel Committee ➤ Governors received the unconfirmed Minutes of the meeting of 28 April 2017	
13.	Premises, Health, Safety & Wellbeing Committee Minutes of the meeting of 20 March were still in draft.	

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14.	New versions of the following policies were adopted: a. Complaints (corrected version of the policy approved in January) b. Disciplinary procedure relating to misconduct (all employees) c. Disciplinary rules (all employees) d. Grievance procedure	
15.	Governing Body Membership, Training and Development ➤Governors decided that the Head Teacher Performance Review Governors would be CW, CS and TTC (as the new member). Training for new members might still be available by webinar as an alternative to attendance at the face-to-face sessions. <ul style="list-style-type: none"> The Chair asked for volunteers to attend the Termly Briefing on 9 May (MJOS was unable to go.) SK said she might be able to attend. The Chair would ask JS if she was able to attend. Places on the training session on joining a MAT in Huntingdon on the evening of 16 May, were still available for any Governor who wanted to join MJOS. 	MJOS 05.05.17 SK 09.05.17 All by 14.05.17
16.	Matters proposed by the Local Authority for consideration by Governing Bodies this term. ➤Governors noted the content of this agenda item.	
17.	Parish Report None	
18.	PTA Report None	
19.	Any Other Business None	
20.	Embedded Risk Management The effects of academisation and the issue of school funding nationally.	
21.	Matters considered in this meeting which need to be highlighted in negotiations on Academy Status The value of existing networks within the CB4 cluster that might not survive the setting up of different MATs in the area.	
22.	Dates of future meetings: ➤Governors agreed to change the date of the next scheduled meeting to 6 July 2017 from 13 July 2017. It was also intended to have an additional meeting before then (but after half term) with Jonathan Lewis (Deputy Regional Schools Commissioner).	

Abbreviations: EAL = English as an Additional Language, EY – early years, FGB – Full Governing Body, KIT – Keeping in Touch visit, KS1 – Key Stage 1, KS2 – Key Stage 2, MAT – Multi-Academy Trust, PP – pupil premium, RAP – raising achievement plan, SEF – Self Evaluation Form, SMT – Senior Management Team, SEND – special educational needs and disabilities

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