



STAVELEY CE PRIMARY SCHOOL

Brow Lane, Staveley, Kendal, LA8 9PH

Full Governing Body Meeting

Monday 12th September 2016

6.30 pm

AGENDA

1. Apologies
2. Declaration of interest
3. Minutes of the previous meeting (27th June)
4. Matters arising (not on the agenda)
5. Appointment of officers
6. Membership of Committees
7. Setting of dates for meetings
8. Register of Business Interests
9. Governor Vacancy
10. Head's report
11. Staffing
12. School Development Plan
13. Safeguarding
14. Any other business
15. Date of next meeting (17th October)

Present:

Cathy Blundell	Matt Foxwell
Liz Brown	Nicky Jones
Donna Butcher	Guy Kenyon
Gill Buxton	Lisa Strange
Susan Clough	Shanthy Thompson
Karen Cowgill	

1.	Apologies – Belated apologies received from Jonathan and Rachel.	
2.	Declaration of interest - None	
3.	Minutes of previous meeting – 9th May 2016 The minutes were accepted as a true record, and signed by Guy. Proposed by Karen and seconded by Shanthy.	
4.	Matters arising not on the agenda Item 14 – School minibus – Matt will be seeing the Head of Langdale School on Thursday at a meeting.	

<p>5.</p>	<p>Appointment of Officers Guy was willing to stand as chair for another year, but felt that someone else should do it next year. It was suggested that whoever was appointed as vice chair should shadow Guy this year with the view of taking over as chair the following year. It was decided to leave appointing the vice chair until the next meeting as several governors were missing.</p> <p>Chair of Governors – Guy Kenyon Proposed by Shanthi, seconded by Matt Vice Chair – Vacant</p> <p>Karen’s term of office will finish in January 2017 and as she does not wish to continue, suggested it would be better to appoint someone else as chair of the Resources committee. In his absence Jonathan was suggested after having been vice chair the previous year.</p> <p>Finance and Resources Committee Chair – Jonathan Burgess Proposed by Guy, seconded by Karen Vice Chair – Karen Cowgill Proposed by Shanthi, seconded by Matt</p> <p>In her absence Rachel was suggested after having been vice chair the previous year.</p> <p>Curriculum Committee Chair – Rachel Morgan Proposed by Shanthi, seconded by Matt Vice Chair – Shanthi Thompson Proposed by Guy, seconded by Gill</p> <p>The clerk will check that both are willing to stand.</p>	<p>Appointment of Vice Chair left until next meeting</p>
<p>6.</p>	<p>Membership of Committees The Curriculum and Resources committees will stay the same apart from Liz And Nicky going onto Curriculum committee and Donna and Lisa joining the Resources committee.</p> <p>Sub Committee Staff pay Matt Foxwell Guy Kenyon Karen Cowgill</p> <p>Staff Discipline Committee (min 3 Govs – not staff) Nicky Jones Rachel Morgan +1</p> <p>Appeals Committee (min 3 Govs – not staff) Jonathan Burgess Karen Cowgill Shanthi Thompson</p> <p>Pupil Discipline Committee – Karen Cowgill</p>	

	<p>Nicky Jones + 1</p> <p>Headteacher's Performance Management Committee Rachel Morgan Shanthi Thompson</p> <p>An updated committee list will be circulated.</p>	
7.	<p>Setting of dates for meetings These were set for the year. See list attached.</p>	
8.	<p>Register of Business Interests These were completed by all present at the meeting.</p>	Rachel & Jonathan to complete
9.	<p>Governor Vacancy There is now a vacancy for a co-opted governor due to Hazel's resignation. A co-opted governor is appointed by the governing body for the expertise and skills they are able to bring to the school. This was discussed and a person who has business skills and knowledge of further education was suggested. They will be approached to see if they are interested. Matt will contact Governor Services, the Diocese and other head teachers, to see if they have any suggestions.</p>	Matt to contact Governor services & Diocese
10.	<p>Head's Report – see attached A reception child has deferred starting as they are not 5 until next year. This has not affected the budget predictions, as an extra child started in year 3. Matt saw 3 parents with regard to the class split. French is now being taught from year 1 to year 6.</p>	
11.	<p>Staffing – see Head's report</p>	
12.	<p>School Development Plan – see attached The governors were given a list of priorities that should be looked at this year. It was suggested adding 'Balancing the budget'. The first 4 will be included in the school development plan for this term.</p>	
13.	<p>Safeguarding - Nothing to report</p>	
14.	<p>Any other business</p> <ul style="list-style-type: none"> As from 1 September 2016 all governors are required to have a DBS Check. A couple of our governors still need to get this done and should contact Lynn. Congratulations are to be passed to Louise Roberts who has been selected for the World Master Event in fell running. Governors were asked if anyone was available to help with the school residential trip to York – Thursday 20th and Friday 21st October. 	Governors who have not done a DBS check should contact Lynn
15.	<p>Date of next meeting: Full Governors – Monday 17th October at 6.30pm Resources Committee – Monday 26th September at 6.30pm Curriculum Committee – Monday 3rd October at 6.30pm</p>	

	Signed:	Date:
	Attachments: Meeting Dates 2016-17 Committee Structure 2016-17 Head's Report 2016/17 Development Plan Themes	