

# DRAFT

<b>Governors</b>	
Claire Baker	Rebecca Humphreys
Linette Avery	Claire Kendall
Tony Callcut	Ewa Ziubrynowicz
John Garrigan	
<b>In Attendance:</b>	
Clerk – Sue Howard	

## Minutes

<p><b>Welcome:</b> Chair, Claire Baker welcomed everyone to the meeting</p> <p><b>Apologies:</b> Apologies were accepted from Claire Kendall, and Rebecca Humphreys. The Clerk advised the Governors that Claire Kendall is resigning with immediate effect. Clerk to organise a Parent Election for Hennock <b>Action Clerk</b></p> <p><b>Declaration of Business Interests:</b> No declarations of interest were declared at this point</p>	
N27.17	<p><b>Minutes of previous meeting</b></p> <p>The Minutes of the previous meeting held on 10 May 2017 were approved and signed by the Vice Chair, Linette Avery in the absence of the Chair for that meeting. These were made available to the Board via the google drive.</p>
N28.17	<p><b>Matters Arising</b></p> <p>.1 <b>20.17</b> This item is included in the Executive Principal's report</p> <p>.2 <b>16.17 Action CB</b> to submit Safeguarding Monitoring visit report to the Clerk and she will put onto the Google Drive and advise Governors.</p> <p>.3 <b>21.17</b> Governors are requested to review the School Improvement Plan (SIP) for 2017/18 ready for the new Academic Year and the first meeting in September. The draft version will be available before the end of term and the Clerk will ensure it is available on the google drive. <b>Action Clerk and All</b></p> <p>.4 <b>22.17</b> TC updated the Governors on the PTFA funds raised for IT equipment. The Business Manager, Matt Matthew, confirmed to TC that the money has been spent on PC's, they have arrived and will be installed in Hennock over the Summer holidays.</p>
N29.17	<p><b>Procedural</b></p> <p>Safeguarding</p> <p>No updates from CB. A Year End Safeguarding report from RH was tabled to the Governors. TC had also included Safeguarding items in his report. The Governors queried who will be L3 trained at Bearnese as Sarah Clarke and RH are moving to Hennock and Alice Eeles is going on Maternity. <b>Action – TC and Clerk to check and update Governors. Display poster must be amended also.</b></p> <p>CB enquired about subscription to CPOMS which has been spoken about in the past. TC confirmed that Bearnese have Behaviourwatch at the moment, costs and effectiveness will be reviewed and Governors will be updated.</p>
N30.17	<p><b>Strategic</b></p> <p>.1 TC tabled his report for the Governors. This included Attendance, Staffing, SATS and MAT Improvement updates. A Safeguarding Audit was recently carried out at Bearnese. TC had highlighted key items that were raised during the Audit and explained these to Governors.</p>

	<p>TC explained the budget allocation for Continual Professional Development (CPD) for 2017/18 and how the Trust will be sharing expertise and CPD experience across all the staff in the Trust. He continued to say that the Trust also run their own NQT programme and this will soon be offered out externally also.</p> <p>The Trust have recently joined the All Saints Teaching School Alliance and South West Teaching Schools Alliance for other opportunities and collaborative working. He also explained about the aim for all the schools with the MAT to combine and take part in sporting events and tournaments.</p> <p>One of the items that the MAT Improvement Plan is focussing on for next year is Pupil Premium Children and Non Pupil Premium Children, ensuring it is monitored and the impact is recorded to ensure we are closing the GAP.</p> <p>.2 LA summarised the Standards &amp; Curriculum Committee meeting that she recently attended. There were actions from that meeting being recommended to the Board of Directors at their meeting to be held on 3 July 2017. A copy of the minutes were provided as supporting documents for this meeting. <b>Action – Governors to review the current Scheme of Delegation in preparation for first meeting of the new Academic Year, Clerk to add to agenda.</b> Governors also agreed to meet on 14<sup>th</sup> August 6pm at Hennock School to discuss.</p>
N31.17	<p><b>Governance</b> There were no comments from Governors in relation to Director meeting minutes which were provided as supporting documents for this meeting.</p>
N32.17	<p><b>Training</b> Governors to send in any training requests to the Clerk. Every Governor was given the latest edition of Devon Governor Magazine, which contains Autumn training events.</p>
N33.17	<p><b>Monitoring</b> Governors were reminded to monitor their schools. TC will speak to the Heads of Schools this week to try and get some meeting dates arranged for the Autumn term. <b>Action TC</b> The Clerk will also help to coordinate, <b>Action Clerk</b></p>
N34.17	<p><b>Finance</b> JG raised various queries in relation to PTFA and finances. He was advised to email his concerns and request for clarification regarding these issues to the Trust. He will forward to Chair, CB, and she in turn will send to the Trust Business Manager. <b>Action JG and CB</b></p>
N35.17	<p><b>Occupational Health &amp; Safety</b> JG raised issues around a few Health &amp; Safety areas he was unsure of. These were all clarified.</p>
N36.17	<p><b>Dates of Future Meetings</b> Dates of future meetings were confirmed as: 27 September 2017 – Hennock 29 November 2017 – Bearnas 24 January 2018 – Hennock 21 March 2018 – Bearnas 8 May 2018 – Hennock 3 July 2018 - Bearnas</p>

**Meeting Closed 8.25pm**