Newton and Teign Federation Governing Body

Bearnes Voluntary Primary School
Hennock Community Primary School

FGM 4

Date/Time: 14th March 2016 - 6pm to 8.30pm   **Meeting Location: Bearnes Primary School**

Attendees	Initials		Attendees	Initials	
Nicky Dunford	ND	Headteacher	Yvonne Short	YS	Authority Governor
Linette Avery	LA	Co-Opted Governor	Claire Kendall	CK	Parent Governor
Anna Wilk	AW	Parent Governor	Emma Oliver	EO	Co-Opted Governor
Claire Baker	CB	Parent Governor	Alan Smith	AS	Foundation Governor

Apologies	Initials

In Attendance	Initials	Capacity
Susan Stansfield	SS	Clerk

Minutes to:
Governing Body
Apologies

Agenda

1 Trustee Meeting 2 Welcome & Apologies 3 Declaration of Business/Pecuniary Interests 4 Minutes of previous meeting on 25th January 2016 5 Matters arising 6 Headteacher's Report 7 Public Sector Equality Duty/ND 8 Feedback from visits – Including external advisers, action points 9 Receive reports from committees 10 Receive reports and advice from governors visits 11 Feedback from governor training 12 Ratify governor policies	13 Academy Update The Meeting to moved into Part 2

1	1.1	Trustees meeting – Bearnes Trustees no longer exists. YS informed the GB, official forms have been signed today.	
2	2.1	YS welcomed everybody to the meeting.	
	2.2	YS informed the GB Gemma Sandercock has resigned.	SS to advertise for a Staff Governor.
3	3.1	No declaration of Business/Pecuniary Interest.	
4	4.1	YS signed minutes from the 25th January 2016.	Governors all agreed to minutes from the 25th January 2016.
5	5.1	No matters arising.	
6	6.1	**Headteacher's Verbal Report** Conversion to academy is nearly complete. **Meeting moved into Part TWO to discuss staff confidential issues. Then back into part ONE to carry on with above agenda.**	
	6.2	**School Improvement Programme**. Bearnes staff have a lot of experience in different fields and Tony Callcut and ND would like to set Bearnes School as a 'guidance' to help and provide a service to local schools (Teignmouth, Bishopsteignton, Shaldon etc..) ND would like this up and running by September 2016 . Kath Simpson has been approached to run this service and to organise different packages for certain needs.	
	6.3	Two TA's have now been employed at Bearnes	
	6.4	Health and safety Aduit took place at Bearnes last month and we got 98%.	
	6.5	Policies will need reissuing for Academy School.	ND will look into this and inform Tam Russell to what budget? (Teaching Budget)
	6.6	YS Informed the GB - The government have announced they will be stopping their contribution to free school meals, if schools have on roll 150 or less children. At the moment Free School Meals are given to Foundation and years 1 and 2. Therefore, this will have to come out of the schools budget as from the 1st May 2016	
7	7.1	YS had emailed a model policy to ND and this would need to be considered once the academy	

		was formed.	
8	8.1	Health and safety audit 98% as mentioned in 6.4	
9	9.1	No reports from committees.	
10	10.1	No Reports.	
11	11.1	Anna Wilk attended a TA's training day at Bearnes School on Friday 11th March 2016. The training went well.	
12	12.1 12.2	Ratified Governors Polces Model Code of Practice for Governing Bodies Governor Visits Governors Allowances and Payments Model Flexible Working Requests Policy for Schools.	GB agreed on polices. YS signed
13	13.1 13.2 13.3 13.4 13.5 13.6 13.7 13.8	**Academy update from ND.** We have 8 of our 15 possible members and 3 directors. On the 21st March we have a 'Development Plan' meeting. We have organised 3 quotes for contracted work for all school s. This includes Caretaker, Water checks, Electricity etc.. Starting in April 2016 for 1 year, we are buying into the same suppliers for everything we use now. CK Asked if staff contracts remain the same. ND Everything will stay the same; contracts are moved over to academy contracts. Grants will be issued to each school and parents will be aware of how the money is being spent.	
		Meeting moved into Part 2.	

These Minutes are a true record of the meeting

Signed: _____(Chair)   Date:_____