

## Meeting of Newton & Teign Local Governing Board

<b>Governors</b>	
Yvonne Short	Rebecca Humphreys
Tony Callcut	Frances Swan
Tim Flint	Ewa Ziubryniewicz
John Garrigan	
<b>In Attendance:</b>	
Clerk – Sue Howard	
Head of School – Tom Stacey	

### Minutes

<b>Welcome:</b> Clerk, Sue Howard, welcomed everyone to the meeting in the absence of a Chair	
<b>Apologies:</b> No apologies had been received	
<b>Declaration of Business Interests:</b> No declarations of interest were declared at this point	
N47.17	<b>Minutes of previous meeting</b> The Minutes of the previous meeting held on 11 October 2017 were approved and signed by the Executive Principal, Tony Callcut in the absence of a Chair. These were made available to the Board via the Google drive prior to the meeting.
N48.17	<b>Election of Chair &amp; Vice Chair</b> The Clerk advised she had received one nomination for the post of Chair from Yvonne Short. YS was thanked for volunteering and all Governors were in agreement for her to be Chair of the Newton & Teign Hub for the year 17/18. The decision was to carry forward the nomination for Vice Chair to a future meeting, on the basis of the current Governing Board comprising of very new Governors still.
N49.17	<b>Data Presentation</b> Tom Stacey, Head of School (HoS) at Barnes presented to the Governors, summarising staffing and Data Results. He will forward the Power Point to the Clerk, along with Hennock's for the Clerk to upload to the Drive for Governors information. <b>Action TS</b>
N50.17	<b>Matters Arising</b> .1 <b>16.17</b> Governors agreed that this item should be removed from future agenda's due to the length of time it has been delayed. .2 <b>Governor Vacancy</b> The Clerk confirmed that the Newton & Teign Governing Board is now full with no vacancies and all paperwork is in place for new Governors.
N51.17	<b>Monitoring</b> .1 TC had produced a checklist for Governors to be able to assist them in ensuring that key checks are done when they are visiting the schools and summarised this document at the meeting. .2 The Link Governor system that is currently in place for the Totnes Hub, was explained to the Governors. It was agreed that YS and EZ would be Link Governors for Barnes with FS, TF and JG for Hennock. This will be reviewed with the possibility of moving around so that all Governors can get to know the two schools with the Hub. <ul style="list-style-type: none"> <li>• YS was nominated to be Lead Safeguarding Governor and is to renew her L3 training asap</li> <li>• EZ was nominated to be SEND Lead Governor with training and support offered</li> <li>• TF was nominated to be Behaviour &amp; Safety Lead Governor</li> <li>• FS was nominated to be Lead for Teaching &amp; Learning</li> <li>• JG was nominated to remain as Health &amp; Safety Lead Governor</li> </ul> It was agreed that TC will deliver L2 Safeguarding training at the next LGB meeting. <b>Action TC</b>

	.3 The Governor Monitoring Schedule will be revisited at the next meeting. Although, it was requested that all Link Governors visit their school before the next LGB meeting and submit a report to the Clerk. <b>Action All</b>
N52.17	<b>Procedural</b> .1 The Governors were provided with the Safeguarding Report from the Lead Safeguarding Governor for Totnes in the absence of a Lead for the N&T Hub. YS will produce similar update Report for Governors for each meeting, in her role as Safeguarding Lead.  The Governors noted that annual Safeguarding Audits have to be submitted in the Autumn term to the Local Authority with a deadline of 31 December 2017. Copies to be provided to Governors at next meeting.
N53.17	<b>Strategic</b> .1 The report from Executive Principal, TC, was made available via the Google Drive for the Governors prior to the meeting. Questions were submitted in advance from YS - TC will email the answers to her.  .2 The Governors noted the report from the meeting held by the Working Party for the Scheme of Delegation held on 9 October 2017.  YS volunteered to represent the Newton & Teign Hub and sit on the Standards and Curriculum Committee, all in favour.
N54.17	<b>Governance</b> There were no comments from Governors in relation to Director meeting minutes which were provided as supporting documents for this meeting.
N55.17	<b>Training</b> New Governors EZ and FS were thanked for attending recent Governor training and EZ had provided her reports to the clerk. L3 Safeguarding training to be arranged for YS and TC to deliver L2 to the Governing Board at the next meeting to be held on 25 January 2018. Clerk to email TF new dates for Spring term for Induction for New Governors. <b>Action Clerk</b>
N56.17	<b>Policies</b> The following policies were reviewed for approval: <ul style="list-style-type: none"> <li>• Preschool Admission - Approved</li> <li>• Online Safety – School ICT subject Leaders still to review</li> <li>• Accessibility Plan - Approved</li> <li>• Safeguarding &amp; Child Protection – Updated version from Babcock. Agreed following slight amendments from both Hubs. Recommend to Board of Directors for approval.</li> </ul>
N57.17	<b>Dates of Future Meetings</b> Dates of future meetings were confirmed as: 25 January 2018 – Hennock 21 March 2018 – Bearnas 10 May 2018 – Hennock 5 July 2018 - Bearnas

**Meeting Closed 8.00pm**

**Signed as approved copy by Chair, Yvonne Short**

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**Date 25.1.18**