

**MINUTES OF THE MEETING OF
THE GOVERNING BODY OF ST MICHAEL IN THE HAMLET PRIMARY SCHOOL
HELD AT 4.30pm ON TUESDAY 21 MAY 2019 AT THE SCHOOL**

PRESENT

Amanda Patmore – Chair
Keith Hitchman
Oonagh Jacquest
Rona Lucas
Nena Mitchell
Laura Moreton
David Patmore
Sara Parker
Laura Pilgrim
Lisa Richards
Laura Yallop

ALSO PRESENT

Maggie Willett – School Business Manager
Terry Brown - Clerk

19/14 WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed governors to the meeting.

19/15 REGISTER OF INTERESTS

- i. A Patmore declared she was a governor at St Ambrose Catholic Primary.
- ii. There were no new declarations in respect of agenda items.

19/16 APOLOGIES FOR ABSENCE

Apologies for absence were received from M Nikeas, J Ellis, and R Lucas.

19/17 PUPIL COUNCIL REPORT

Peggy and Safia, Pupil Council representatives, gave a report. The key points were as follows:

- i. £1036 had been raised for Comic Relief.
- ii. Pupils had attended the opening of the Mandela Garden in Princes Park.
- iii. There was a Mandela themed assembly planned for July.

- iv. Pupils had attended a “Show Racism the Red Card” event at Anfield football club.

19/18 FINANCE REPORT

M Willett gave a report, the key points were as follows:

- i. The budget show projected significant deficits resulting in high financial risk.
- ii. Consequently there was a need for a financial recovery plan.
- iii. Staffing costs were extremely high.
- iv. A Patmore and L Richards had met with K Smith, Human Resources, to explore possible options.
- v. The budget had been reviewed and each budget line examined with the local authority finance officer K Twamley.
- vi. Spending was restricted to the absolute minimum.
- vii. The priority going forward was to make the required savings while not impacting standards and the children’s education.

Governors thanked M Willet for report. M Willet left the meeting at this point

19/19 MINUTES OF THE MEETING 05 FEBRUARY 2019

The minutes of the meeting 05 February 2019 were agreed as a correct record and signed by the Chair.

There were no matters arising from the minutes.

19/20 CO-OPTION OF GOVERNORS

Governors agreed to co-opt A Patmore for a further four years. Governors discussed the issue of diversity and succession planning. It was agreed that this would be an agenda item for a future meeting.

19/21 COMMITTEE REPORTS

Governors received the minutes of Resources and Standards committee meetings. There were no matters arising from the minutes.

19/22 POLICIES

Governors reviewed and approved the following policies:

- i. Educational Trips. Governors noted the need to consider the future funding of trips and the impact of the cost of trips on low income families, in particular. It was agreed that L Moreton and K Hitchman would meet to look at possible fundraising events.

KH/LM

19/21 HEADTEACHER’S REPORT

Governors had previously been circulated with the Headteacher’s report. Arising from discussion:

- i. Staffing remained largely consistent. Staff attendance was largely good. There were a small number of staff on long term sick-leave, one was due to return on a phased basis.
- ii. Budget constraints would mean it would be impossible for teaching staff to do out of class interventions
- iii. The safeguarding 175 Audit had been completed, governors were provided with a copy. The areas for development were detailed in the audit.
- iv. There were five children on Children in Need plans. The number of EHATs had increased from two to three. There had been one racist incident, L Richards had met with the family. There had been two Operation Encompass calls.
- v. A PTA member was working the PHSE and PE leads in putting in a bid for £1500 from the Active Learning Promise fund. The bid would fund community activity events for parents and children. Governors noted the need to consider strategies to make use of parents skills.
- vi. There would be trail opening of the playing field for parents and children between 3.30pm and 4.30pm, after half term.

Governors thanked L Richards for her report.

19/22 GOVERNING BODY ITEMS

Governors considered the following items:

- i. Governor Biographies – governors were reminded to send their biographies to A Patmore. **ALL**
- ii. Training – Governors were reminded of the training on offer through Governors Services.
- iii. Class Governors – It was agreed to discuss this at the away day 03 July.

19/23 LIVERPOOL GOVERNORS FORUM

There was nothing to report from LGF

19/24 DATE AND TIME OF NEXT MEETING

To be arranged.