

**MINUTES OF THE MEETING OF
THE GOVERNING BODY OF ST MICHAEL IN THE HAMLET PRIMARY SCHOOL
HELD AT 4.30^{PM} ON TUESDAY 02 DECEMBER 2014 AT THE SCHOOL**

PRESENT

Kathy Desmond
Rachel Brackenridge
John Coyne
Charlie Dickinson
Damion Ewing
Anna Key
Irene Paisley
Ruth Town

ALSO PRESENT

Judith Roberts – Associate Member
Terry Brown - Clerk

14/41 APOLOGIES FOR ABSENCE

Action

Apologies for absence were received from A Patmore, D Patmore, S Doherty, N Corke, and L Richards. In the absence of A Patmore, K Desmond chaired the meeting.

14/42 REGISTER OF INTERESTS

- i. There were no changes to the register of interest.
- ii. There were no new declarations in respect of agenda items.

14/43 PUPIL COUNCIL REPORT

Lois and Lyra of the School Council gave a report. The key points were as follows:

- i. The Jim Jam day had raised £323 for Walton Hospice.
- ii. New books and a laptop had been sent to the school in Nepal.
- iii. A survey of Key Stage 2 pupils indicated that over half were prepared

to pay for the fruit given out on Fridays.

Action

- iv. A fundraising event, involving planting daffodils, was to be held for the Marie Curie Hospice. Governors were invited to participate.
- v. The School Council would have a stall at the Christmas Fete.

The Chair thanked the Lois and Lyra for the report.

14/44 MINUTES OF THE MEETING 20 MAY

The minutes of the meeting 07 October were approved as a correct record and signed by the Chair.

14/45 MATTERS ARISING FROM THE MINUTES

The following matters arose from the minutes:

- i. Item 14/32 Delegation Planner – it was agreed that the delegation planner working group would comprise, J Coyne, A Patmore, D Patmore, and R Town. The working group would meet with D Cadwallader, Governor Services, 21 January 9.15 am.
- i. Item 14/33 Disciplinary Policy – Human Resources advisor, A Holden, had recommended consulting with the school trade union representatives. The school representatives indicated that staff had no concerns with the draft policy. It was agreed to adopt the draft policy with the following amendment: “lawful or reasonable” to read “lawful and reasonable”
- ii. Item 1438 Resource Provision – R Town had attended a meeting for Headteachers of schools with a resources provision. Mrs Town had made it clear that the provision could not be sustained without the current level of funding. All pupils in the provision had been graded as high needs under the new banding system. These assessments had been submitted to the local authority, which would then moderate them and then indicate what level of funding would be provided. Mrs Town would report back when the figures were available from the LA.
- iii. Item 14/31 Free Fruit – 50% of Key Stage 2 pupils had indicated that they would wish the fruit to be continued to be provided. Mrs Town was looking at possible funding arrangements. Mrs Town reported that the free fruit provided for Key Stage 1 was of a very poor quality. Mrs Town had written to the Healthy Schools Team regarding this and was looking to see whether the funding could be delegated to school in order that they could make their own arrangements. Governors suggested raising the issue with other Headteachers.

RT

Action

14/46 COMMITTEE REPORTS

Governors were previously circulated with minutes of the following committee meetings:

- i. Buildings and Grounds / Health and Safety.
- ii. Finance and Staffing.
- iii. Curriculum.

Arising from the minutes:

- i. Buildings and Grounds / Health and Safety – K Desmond was to conduct a walk around as part of a review of the school's access plan. KD
Governors raised concerns with regard to the sections of the new bike rack being too close together. Mrs Town would raise these concerns with the contractor. RT
- ii. Finance & Staffing – K Askew, EYFS Lead, had left the school. In the interim L Richards would return to the Reception Class. *Governors asked whether this would impact Ms Richards' role as Deputy Headteacher, and whether the vacancy was to be filled.* Mrs Town explained that arrangements were to be put in place to allow Ms Richards to carry out her role as Deputy Headteacher, and the post was to be filled for September with interviews taking place before May.
- iii. Curriculum – the Remembrance Day video had been put on the website, the video was very moving and the children showed great respect throughout. *Governors asked whether the Ypres visit video was included.* Mrs Town explained that it had been put on a different section of the website.

14/46 POLICIES

Governors reviewed and approved the following policy:

- i. Day Trips – this reflected LA guidance. Governors thanked J Sayer, Day Trips Co-ordinator.

14/47 LIVERPOOL LEARNING PARTNERSHIP UPDATE

Action

Mrs Town gave a report. The key points were as follows:

- i. LLP had expressed concerns that the £60K it had donated to the International Business Festival had not proved to be value for money. This was being looked at with a view to ensuring that any such future donations would be beneficial to Liverpool Schools.
- ii. LLP was looking to develop a supply agency via LATco (Liverpool Authority Traded Company).
- iii. LLP agreed to fund the City of Readers for a second year.
- iv. The priority for this year would be numeracy. A cross phase working party had been set up to look at how a numeracy programme could be delivered.
- v. Primary headteachers had agreed to recommend that school to school support funding should be de-delegated to the LA for use by LLP.
- vi. Discussions were on-going with the Health Service, regarding including health information on the pupil tracker.

14/48 DGT UPDATE

Mrs Town gave a report. The key points were as follows:

- i. DGT had expressed some concern with regard to the limited choice of secondary schools in the area for boys. These concerns had been raised with the LA. Governors shared these concerns.
- ii. DGT Directors were to produce an impact report on DGT initiatives.

14/49 GOVERNING BODY ITEMS

Governors considered the following items:

- i. Skills audit – the audit had been previously circulated. Governors were requested to complete the audit and return it to J Brown by the end of January. The completed audits would be considered by the reconstitution working group.
- ii. Reconstitution – the reconstitution working group would comprise,

ALL

A Patmore, A Key, D Patmore, K Desmond, R Brackenridge, and R Town. The first meeting would take place 02 February 2.00pm

Action

- iii. Liverpool Governors Forum – LGF was encountering some difficulties recruiting secondary school governors to sit on committees. K Desmond had raised this with LASH (Liverpool Association of Secondary Headteachers). LGF was linking up with the Chamber of Commerce to run seminars for secondary school governors.

14/50 DATE AND TIME OF FUTURE MEETINGS

Full Governors – Tuesday 02 December 4.30 pm

There being no other business the Chair closed the meeting at 6.45 pm