

**MINUTES OF THE MEETING OF
THE GOVERNING BODY OF ST MICHAEL IN THE HAMLET PRIMARY SCHOOL
HELD AT 4.00pm ON WEDNESDAY 12 MAY 2021 VIA ZOOM**

PRESENT

Laura Pilgrim – Chair
Rachel Brackenridge
Oonagh Jaquest
David Patmore

Laura Moreton – Head Teacher
Keith Hitchman
Rona Lucas
Phil Watson

ALSO PRESENT

Darren Tyms – Acting Clerk

21/13 WELCOME

The Chair welcomed governors to the meeting.

21/14 REGISTER OF INTERESTS

There were no new declarations in respect of agenda items.

21/15 APOLOGIES FOR ABSENCE

Apologies for absence received from N Mitchell

21/16 MINUTES OF THE PREVIOUS MEETING ON 2 MAY 2021

Accuracy

- J Ellis was not present
- Minute 21/06 – Amend to ‘Lawrence Westgraph’
- Minute 21/09 – Amend to ‘Had’

Matters Arising

- KH commented it was good to see Black Lives Matters details on the school website
- All other issues were included on the agenda for today

The minutes of the meeting 2 May 2021 were approved as a correct record.

21/17 COMMITTEE REPORTS

Governors had previously been circulated with the minutes of the Standards and Resources committees.

Arising from the minutes:

Resources

- i. School have set a legal budget for 2021/22, which is £624 in surplus
- ii. Considerable savings made following consultation and restructure, which is now completed
- iii. Laura had signed off the budget and thanked Head Teacher and all parties for their work on this matter
- iv. 9k claimed back from Scottish Power
- v. Considering COVID, the budget is in a good position
- vi. School sourced three quotes for the leasing of I-Pads and have agreed to go with MGL

Governors Challenge – *Do parents and staff get told about the budget issues?*

- *No, school do not publish that we were in deficit, however the documents are public, so can be accessed*
- *Budget is shared with staff at staff meetings*
- *Head Teacher will consider putting in writing the achievements made by school leadership to parents and staff at the end of the current academic year. **Further Action – LM***

Standards

No items were discussed from the minutes

21/18 COVID-19 UPDATE

L Morerton gave an update. The key points were as follows:

- i. Changes are expected once restrictions ease. There is a Primary Head Teacher meeting tomorrow, after which updates will be communicated to governors
- ii. All measures remain in place
- vii. Risk Assessment amended to cease cleaner overtime hours

21/19 HUMAN RESOURCES

Governors considered a confidential item which regulations require be minuted separately and would not form part of the public record.

21/20 HEADTEACHER'S REPORT

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

- i. Two new pupils in Year 2 and one in Year 6
- ii. Reception numbers will be at an all, time high for 2021 intake
- iii. Mental Health Awareness taking place this week. DFE are retweeting our litter picking tweets
- iv. Head Teacher to flag up concerns with school website when doing a google search
- v. Ken Heaton (SIO) to visit school in June to carry out Learning Walk and carry out a mock deep dive with subject leaders. LP will attend on behalf of the governors
- vi. Governor training highlighted the importance of governors scrutinising the school
- vii. Black Lives Matter / Diversity and curriculum development with Judith Axel coming to an end. Anthony Walker Foundation linking in with Judith and DGT to do presentation and keep subject matter a focus for schools in the DGT network
- viii. O Jaquest agreed to be part of the working group, which will reflect diversity in the curriculum, plus the experiences of staff and parents in the community and across all the different schools in DGT
- ix. Safeguarding report communicated to governors. Governors requested safeguarding be a separate agenda item at future meetings
- x. Inset Day on 7 June. Teachers will write summer reports. Support staff have made up the time, so won't be in school, which will be closed to children

Governor Challenge – *Where have the new children come from?*

- *Gilmour Infants, St Clare's and St Cleopas*

21/21 ACADEMIC YEAR 2021/22

This item was recorded as a confidential minute

21/22 GOVERNING BODY ITEMS

Governors considered the following items:

- i. The Chair reported that the Director's briefing had received reports on: Attendance and the importance of governor scrutiny with SLT; National issues should be included in agenda
- ii. LP is involved with Year 1 Space Project and went to the Farm with Nursery children. Governors were reminded of link roles within school and will be able to come into school once it is allowed
- iii. Year 6 residential is cancelled, school looking at potential sleepover in school with activities, followed by a visit to Walton Hall Park. Governor support would be welcome.
- iv. Governors reminded of training courses that can access, which are already paid for via SLA. Any training attended should then be recorded on Governor Hub
- v. L Yallop had not replied to letter from clerk regarding non-attendance at meetings. Confirmation letter for removal from governing body to be done. **Further Action**
- vi. Governors suggested the same process should be considered for M Nickeas and N Mitchell.
- vii. Governor recruitment to fill vacancies is urgent, which will assist school in having a more diverse governing body.
- viii. The Chair will check up on all current governor terms of office dates
Further Action

21/23 ANY OTHER BUSINESS

The Head Teacher will send governors a zip file of all policies that need to be approved. **Further Action**

21/12 DATE AND TIME OF NEXT MEETING

Chairs of Committees to discuss and get agreement for future meeting dates, in addition to future dates for full governor meetings

There being no other business the Chair closed the meeting at 5.50pm