



'A cord of three strands is not easily broken. ' Ecclesiastes 4:12
Inspiring a love of learning through the
bonds of **family, faith and friendship.**

Folksworth Church of England Primary School

Virtual Extraordinary Full Governing Body Meeting Thursday 27th April 2023 at 7.00pm

Minutes

KEY: **Governor Challenge** **Governor Approval** **School Vision**

Present

C. Kirk (Chair)(left 7.38pm and re-joined 7.42pm) , M. Norbury (Headteacher), R. Duncan, C. Armstrong, A. Pickstone, D. Quinn, Laura Kohlschmidt and J. Hall (joined at 7.25pm)

Also Present

A. Goodfellow (Chair of Folksworth Village Hall Committee)(left at 7.17pm) and J. Harris (Clerk)

No	Agenda Item
1	Opening Prayer The Chair opened the meeting with a prayer that was mindful of pupils who were completing SATs and other tests.
2	Welcome and Apologies The Chair welcomed everyone to the meeting, including A. Goodfellow. Apologies were received and accepted from C. Russell-Green. J. Hall and K. Hart were expected to join the meeting later.
3	Folksworth Village Hall Committee The Chair explained that she had recently attended a meeting of Folksworth's Village Hall Committee and had asked A. Goodfellow to speak to governors about the work of the committee etc. A. Goodfellow explained that the committee's constitution had recently been updated and relevant user groups were now invited to join meetings, including governors from Folksworth Primary School. The village hall was active and had a preschool which fed into the school. The committee wanted members of the local community to use the hall and attends events that were held there. These events included coffee mornings. The role of trustees was explained as the committee was a registered charity. A governor asked who the committee were accountable to and was told the Charity Commission and Parish Council. If the committee was to fold then the Parish Council would be asked to step in. Governors thanked A. Goodfellow for joining the meeting and he left at this point.

Signed by.....

Chair of Governors

Agreed at Full Governing Body Meeting 18.05.23

4	Declarations of Interest There were no declarations of interest.
5	Agree Minutes of the Last Meetings Copies of minutes/notes of discussion had been shared prior to the meeting. 9th February 2023 The Chair explained that the minutes from the February meeting had not been approved at the March meeting as this had not been quorate. Governors were happy to approve the minutes as a true record. 23rd March 2023 Governors were happy to approve the notes of discussion as a true record.
6	Matters Arising 9th February 2023 <ul style="list-style-type: none"> Pickstone advised that she had completed a report for the Parochial Church Council and had sent this to J. Hall for her to check. 23rd March 2023 <ul style="list-style-type: none"> A section of the SIAMS self-evaluation form would be discussed at the start of each full governing body meeting. The Chair had uploaded the updated monitoring schedule and new visit report template. A parent governor election was underway. Information about the co-opted governor vacancy had been included in the school newsletter. The slides from the annual governor conference had been uploaded. The Chair had drafted a newsletter and shared this for governor comments. R. Duncan advised that, although he had been asked to complete a visit to look at the impact of the behaviour policy, K. Hart had completed a visit for this. (J. Hall joined the meeting at this point)
7	Vision Implementation Update Governors considered the work that was done in partnership with other agencies within the school community. Governors were made aware that the Friends of Folksworth were raising funds to enable them to buy a teddy for every child to celebrate the coronation. The Parish Council had donated £250.00 and a coffee morning had raised funds. The Parish Council and A. Goodfellow were to be invited into school to present the teddy bears the following week. It was agreed that this was a good example of working together. This item was to be put on the agenda for the next meeting.
8	Policy Review Copies of all policies had been shared prior to the meeting. Anti-Bullying Governors agreed that the policy fit in with the school's behaviour policy. Managing Serial and Unreasonable Complaints Governors were advised that the policy was based upon a model from the Local Authority. Mental Health and Well-Being The Mental Health Lead was to be updated as this was no longer the Deputy Head. Governors were happy to approve the three policies.
9	Agree Focus Visits for the Summer Term The monitoring schedule had been reviewed at the last meeting. Governors were reminded to let the Chair know when visits were arranged so that the schedule could be updated. The following visits were to be arranged:-

Signed by.....

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	<ul style="list-style-type: none"> • Writing – J. Hall • Higher Learning Potential – C. Armstrong • SEND – C. Armstrong • Early Years Foundation Stage – A. Pickstone and C. Russell-Green • Pupil Premium – D. Quinn <p>K. Hart had completed a safeguarding visit and behaviour had been observed during this.</p> <p>Governors were asked to be mindful of staff wellbeing and to keep visits to no more than 30 minutes.</p> <p>Governors discussed the monitoring of subject leadership and it was agreed that this could be picked up within visits.</p> <p>(The Chair experienced IT issues and left the meeting at this point. R. Duncan acted as Chair from this point)</p>
10	<p>Feedback from Resources Committee</p> <p>The Resources Committee had met on the 25th of April. R. Duncan advised that the main focus of the meeting had been a review of the budget. A report and narrative had been shared prior to the committee meeting. These documents had also been shared with the full governing body. The budget was very 'tight' and the Headteacher had reduced some areas in order to balance it. The committee had been happy to recommend the budget for approval by the full governing body.</p> <p>Approve Budget</p> <p>A governor asked about music tuition. The Headteacher explained that this was free for a year and she was not sure if the school would be able to fund this in future years.</p> <p>A governor asked about potential funding for pupils who had moved from a local school that was expected to close. The Headteacher explained that she had been told to wait until December. It had now been confirmed that the other school was closing. The Local Authority's Finance Advisor felt that Folksworth should be given some funding and was supportive of the request for this.</p> <p>(The Chair re-joined the meeting at this point)</p> <p>A governor asked about year 2 and the impact of increased pupil numbers. The Headteacher explained that increased funding was expected for 2024/25. Governors were happy to approve the budget for 2023/24.</p> <p>It was explained that the 3 year budget was only a guide. Lots of changes could impact the budget, included pay increases.</p> <p>Governors were made aware that the Local Authority was moving to new budget software and the Headteacher and Finance Manager were to complete training for this.</p> <p>A governor asked about the impact of high energy costs. The Headteacher explained that energy costs had not been as high as expected. The Local Authority had advised the school to expect costs to remain high for a year and then they were expected to go down.</p>
11	<p>Any Other Business</p> <p>A parent governor made governors aware that they had decided to home educate one of their children. The decision had been made purely based upon the child's individual needs. The parent governor's other child would continue to attend the school.</p> <p>The Chair thanked everyone for their contribution to the meeting.</p>
12	<p>Date of Next Meetings</p> <ul style="list-style-type: none"> • Thursday 18th May 2023 at 7.00pm • Tuesday 11th July 2023 at 7.00pm – SATs results would be shared for this meeting. J. Hall gave her apologies for this meeting. <p>Both meetings were to be held in person at the school</p>

Signed by.....

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The meeting ended at 7.54pm.

Summary of Actions

Agenda Item	Action
7	Vision Implementation Update was to be put on the agenda for the next meeting.

Signed by.....

Chair of Governors Agreed at Full Governing Body Meeting 18.05.23