



**St Mary's C of E Primary School
LOCAL GOVERNING COMMITTEE MINUTES**

Held via remotely via Zoom

Date: 6th July 2021

Present:

Brett Freeman	BF	Chair
Sheila Buckley	SB	Headteacher
Ali Evans	AE	
Joe McCarthy-Holland	JMH	
Rev Dr Greene	RG	No access to the meeting online
Miranda Hughes	MH	
Jonathan Willis	JW	
	BM	

In attendance:

Yvette Oqvist	YO	Trust Business Manager and Clerk to the Local Governing Committee
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Apologies:

Ben Moir	BM
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The meeting opened at: 18.05

ITEM		ACTION NUMBER
	Welcome	
1	APOLOGIES BM sent his apologies. RG could not get into the meeting online. The clerk has apologised and will ensure she checks if members are in the waiting room.	
2.	DECLARATIONS OF INTEREST There were no new declarations.	
3.	CONSTITUTION OF THE LGC BODY (<i>statutory</i>) There were no changes to the LGC The 4 members term of office due to expire on 1 st April 2022 are BF, BM, JMH, PM BF asked those members to message him to determine if they would like to continue in this or another school as a committee member.	1.



	SB has highlighted on 6 th July to LJ that this is an area of concern to be losing so many members all at the same time.	
4.	APPROVAL OF THE MINUTES of 04th May 2021. The minutes were agreed as a true and accurate record of the meeting.	
5	MATTERS ARISING FROM THE MINUTES - including review of actions. Members discussed matters arising:- 1. GST Risk Register - BF has asked GST for clarity on how the new work plan will fit with the GST Risk Register 2. Safeguarding - SB confirmed that there is not a duplication of Safeguarding training and that they don't need to attend the Surrey meetings as well as the GST ones. 3. Review SDP and SEF – later in minutes 4. Comments from GST – later in Chairs report	
6	CHAIR'S ACTION and REPORT BF reported that PK has not fully answered the question No 1 and will be invited to the next meeting to discuss the new Scheme of Delegates and Work plan in more detail with a view to determining how to get the best out of the committee. MH ask why the GST had not replied. BF commented that the channels of communication are not clear and SB said that in future it would be Alex Clark's role in future to address issues raised. Sexual Harassment training will be included in the next Safeguarding training and will be an item on the next agenda. Feedback from Ofsted was that the GST board would be held responsible for leadership. There will also be a focus on phonics. Plan to put Phonics on the March agenda. Governance in the GST is being reviewed and a new Scheme of Delegation and Workplan will shortly be available. GST needs to work with local committees to ensure they feel useful to schools.	<p>2.</p> <p>3.</p>
7	SAFEGUARDING SB reported this in the Heads report:- 1 incident recorded on CPOMS, advice sort from CSPA about one child and family ITAF meeting set up for one family before end of term One TAF case closed.	
8	HEADTEACHER REPORT SB reported that LJ the Director of Education visited to watch the dress rehearsal of the production, undertake a book scrutiny and assess the data. She was very impressed with all that she saw and said that the work in books reflects the data. The SDP has been rag rated with most items in green. The Write Stuff will be further embedded next year.	



	<p>Transition for classes has gone well this week.</p> <p>Preparation for SIAMS is going very well and LJ is very happy with the progress.</p> <p>BF commented that it is impressive the amount that has been achieved in such a difficult year.</p>	
9	<p>DATA/PROGRESS</p> <p>Initial review of data looks very positive and a full breakdown will be given in September:- Reading 85% Writing 79% Maths 89%</p> <p>SB again commented that the data reflects the teachers being able to get on with lessons in the morning with the new drop off arrangements and this will continue in September.</p> <p>BF asked if the data would be benchmarked and AE said it would be analysed and benchmarked for September's meeting.</p>	4.
10	<p>PUPIL LEADERSHIP TEAM FEEDBACK</p> <p>The pupil video was very well received and JM commented on how the pupils talked about positive things and hardly mentioned lockdown. "It is really good to see how outward looking and how mature the pupils were. It was quite exceptional to see following such a difficult year". SB commented that they are a very good team.</p>	
11	<p>FINANCE AND SCHOOL BUDGET</p> <p>YO reported that the current year's finances were on track and DG was happy with May's Management Accounts – YO and DG met 16th June 2021.</p> <p>Next Year's Budget now including the PE funding and is showing a £10.4K surplus at the end of Aug 22. DG is happy with this.</p> <p>The bulge class will go in 3 years so in Sept 24 won't have this class.</p> <p>JW asked what the GST is doing in other schools re sustainable finances. BF commented that there has been no indication national funding will increase.</p>	YO
12	<p>GOVERNOR TRAINING AND DEVELOPMENT</p> <p>Members will look at what is on offer in September from the GST</p>	Chair
13	<p>SELF-EVALUATION and reporting to GST</p> <p>Great input from SB Clear finances School is in a very good position. JM commented that the school is not just in survival mode but has produced better than usual pupil results. Members were massively</p>	




	impressed how strongly the school has performed as blaming Covid for underperformance could have been easy. Well done to all the staff. The leadership of the school is working very well. BF asked what the members could do to thank staff, a letter to all staff was discussed.	
14	DATE OF NEXT MEETING AND FUTURE AGENDA ITEMS Clerk to confirm date of next meeting as: 21 st September 2021	
15.	PART II BUSINESS (statutory) There was no Part II business to report.	

The meeting ended at 19.15

Summary of Actions

No	Item	Action	By Whom	By When
1.	1	Determine if the members whose term is coming to an end can stay until the end of 21-22	BF	Sept
2.	2	Ask PK to the September meeting to discuss the Scheme of Delegation and new work plan	BF	End Jul
3.	3	Safeguarding to include Sexual Harassment to go on next agenda	YO	Sept
4.	4	Data to be analysed and present in next meeting	AE	Sept

Signed  Chair of the Local Governing Committee

Date21st September 2021

Documents circulated prior to the meeting:

- Headteacher report to Members
- SEF 2021
- SDP 2021
- SBM Report May 2021
- 21-22 Budget
- Y6 video