

PENDOYLAN CHURCH IN WALES PRIMARY SCHOOL

Full Governing Body Meeting

Date: 5th February 2018

Those present: Jan Rees (Chair), Paula Vaughan, Ann Thomas, Leonard Parfitt, Mike Hughes, Gwyneth Thomas, Father Martyn, Leanne Popham, Amanda Baker, Alison Boterelli.

Absent: Sarah Davies (vice chair), Marilyn Roe & Shane Galvin

Clerk: Hannah Davies

Item	Agenda	Action / Resolved	Person/s Responsible	ACTION	Encl.
1	Prayers	Prayers by Father M			
2	Apologies	Apologies received from SD, SG and MR Resignation received from EN (teacher governor). AT resignation given due to teaching commitments. Governing Body wish to express their thanks to both Governors for their hard work and wish them well.			
3	Approval of Minutes	Suggested amendments to the previous minutes agreed. Action Minutes to be amended and distributed	HD		
4	Matters Arising	Admissions: AT has offered help regarding admissions to Andrew Ricketts the new Diocese Director for Church Schools. HA will now be the schools Assistant Sessional Practitioner.			

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5	Headteacher Report	<p>HT report circulated previously. PV ran through the staffing changes contained within the report. VP has resigned. Her post to be fulfilled. Interviews took place on Friday 2nd February 2018. 2 candidates were appointed.</p> <p>Staff have attended a number of courses throughout the Autumn and Spring term. SJ is now trained in ELSA Provision. PV has attended safeguarding training recently. Governors questioned what events/training are going on this term. PV advised that working triads in Llwynypia and Penygraig will take place as well as training session about the Pedagogos of Donaldson.</p> <p>A number of events took place at the school. SHINE week was incredible and well received. Luncheon event for parents and grandparents was very successful. Governor attended and expressed how wonderful it was and valuable in enjoying time out with family. PV is keen to share this event throughout KS2. Thanks was given to AB and SK the pianist for the choir. A literacy café took place whereby a local poet attend and held a workshop with the children. Christmas concerts were a great success.</p> <p>Inspection areas 1- 5 were highlighted in the report. Staff have addressed the targets within the SIP to ensure they are met. Staff are confident the literacy is on target. EH attended a course to be piloted in May. The course aims to improve the achievement of boys. EN to attend a course relating to Boys attainment.</p> <p>Governors happy that the areas in the SIP are being closely monitored by the school staff and have no concerns.</p> <p>SER – Book scrutiny has taken place. AB is pleased to see progress has been made in the extended writing area. There are a number of pleasing achievements and massive improvement made. PV advised that SEN provision map is to be addressed by EN. MAT pupils are now being looked at and handbook created.</p> <p>Attendance for the whole school is 98.1% for the autumn term.</p>			

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		<p>The 4 core purposes of Donaldson are highlighted in each class room by a popcorn display.</p> <p>PV invites Link Governors to attend the school on 5th March and 16th March to meet with the staff.</p> <p>Inspection Area 4 discussed. Areas highlighted were the achievements of the pupils and making them aware of what their expected level of progress is. The marking scheme of Tickled Pink and Growing Green was discussed.</p> <p>Inspection Area 5 discussed. Policies need to be progressed. Governors to make policies a priority and have a rolling programme of when they are to be reviewed and ratified.</p> <p>Teacher Governor vacancy to be filled by KS.</p> <p>Governors are pleased and satisfied with the achievements that are being made.</p>			
6	Committees	<p><u>Finance</u></p> <p>Vale agreed a 5year recovery plan by PV confident recovery plan can be done in 3 years. PV to check situation with Supply Teachers. It may be an additional cost that has already been accounted for elsewhere in the budget. Predicted to be a deficit of at least £34,000 when the financial year ends. This deficit was hugely reduced by staff changes and redundancies.</p> <p>AT produced Statement of Accounts to Governors. Previously circulated. Governors accept the accounts. 3 years worth of Gift Aid has been backdated. Still some more to claim. AT will continue with this. The building loan has 6 years left to pay.</p> <p><u>Admissions</u></p> <p>Committee to meet to discuss the timetable for admissions. Applications have been received from the Llancarfan area due to the possibility of their school closing. PV and AT to discuss the arrangements.</p> <p><u>S&C</u></p>			

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		<p>Committee due to meet. Learning walk to take place on 5th March.</p> <p>H&S Rendering of the school to be looked at. Committee are looking at a series of funding ideas. Majority of actions have now been completed. Fire doors required in the nursery to be funded by the school therefore has an impact on the recovery plan. CCTV has been upgraded.</p> <p>SWEB Committee due to meet in March. SD has met with PV to discuss staff wellbeing.</p>			
7	Link Governors	Link Governor list handed. Link meeting will take place on 12 th March 2018.			
8	Policies	<p><i>Anti-Bullying Policy Ratified.</i></p> <p><i>Healthcare Needs Policy Ratified.</i></p>			
9	A.O.B	<p>PV discussed the Purchasing Card application with the Governors and highlighted the many benefits of the school having one. Governors discuss the spending limit of £5,000 and agree to this amount.</p> <p>Governing Body agree to the school having the purchasing card.</p> <p>Letter to be drafted by PV and JR for the application on behalf of the finance committee.</p> <p>GT to attend Level 1 Safeguarding training – Refresher.</p> <p>HD to check the safeguarding level required for the Safeguarding Governor</p> <p>Confidential Matter discussed.</p> <p>Governor section to be updated on the school website to enable minutes to be attached.</p> <p>The communication tool SCHOOP has been a great success.</p>			

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10	Date of Next meeting	Governors are moving towards holding 1 meeting per term. Governors due to meet twice for this Summer Term. 14 th May at 6.30pm 2 nd July at 6.30pm			
11	Prayers	Prayers by Father M			

Distribution :	Full Governing Body			
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Agreed on

Signed

