



BISHOP PERRIN

Church of England Primary School

Meeting of the Full Governing Body
23rd May 2024
MINUTES

Governor attendees:

Ankur Pruthie (AP)
 Fr David Cloake (FrDC)
 Kerry Doggett (KD)
 Lucy James (LJ)
 Rachael Macklearn (RM)
 Mary McAvoy (MMc)
 Harsha McArdle (HMc)
 Russell Nimmo (RN)
 Alwyn Williams (AW)

Non-governor attendees:

(None)

Apologies

Fr John Kafwanka
 Wahida Alladin
 Satbir Panesar

	Task	Action
1.	<p><u>Opening Prayer</u></p> <ul style="list-style-type: none"> The meeting of the FGB opened at 612pm with prayers led by FrDC <p><u>Apologies</u></p> <ul style="list-style-type: none"> Received from FrJK, SP and WA <p><u>Declarations of Interest</u> – none</p>	
2.	<p><u>Minutes of the Meeting 5th May 2024</u></p> <ul style="list-style-type: none"> A number of childlike typos were identified by a good many worthy and capable governors, and FrDC – acting clerk – apologised profusely, stating that it will never happen again. Ever. Psalm 22 v 6a Minutes amended: Pr: LJ; Sec: RN: carried <p><u>Staff Governor update</u> – given the current staff vacancy, and that MMc attended in an Associate capacity (<i>without voting rights</i>), governors suggested that she be appointed to the Staff Governor vacancy given that previous planned election had yielded no responses. MMc agreed to stand Pr: AW; Sec: KD; carried</p> <p><u>LDBS Governor Update</u> – in line with the agreement made at the last meeting, FrDC communicated to LDBS the suggestion of governors that SP be considered for the LDBS vacancy. They sent a link to FrDC to allow her to apply, and this was forwarded to SP on May 16th.</p> <p><i>FrDC is the other LDBS governor, so his resignation in July 2024 will create a further vacancy</i></p>	<p>FrDC to sign and file the Minutes</p> <p>FrDC to adjust GovHub and inform AfC</p> <p>SP To complete application link to LDBS</p>

	<p><u>Foundation Governor update</u> – governors sought clarity about the dates when Foundation Governors’ terms ended</p> <ul style="list-style-type: none"> • LJ (SsPJ) – term end October 2024 • KD (StAug) – term end February 2025 • AW (St Aug) – term end March 2026 • RN (SsPJ) – term end March 2028 <p><i>All Foundation vacancies are filled</i></p> <p><u>Governor Training Update</u> – <i>no training to report</i></p> <p><u>Year Planner</u></p> <ul style="list-style-type: none"> • The planner requires a little updating before it is accurate. September 11th 2024 was chosen as the first FGB meeting of the next academic year. 	FrDC to edit the current planner
3.	<p>Statutory Policies & Tasks</p> <ul style="list-style-type: none"> • <u>Previously & Looked After Children Policy</u> – Governors referred to Pt 2 and asked where the information for the specific review comes from? AfC provide this information • <u>Privacy Notice</u> – no issues raised To ratify - Pr: AW; Sec LJ; carried <p>Governor Visits</p> <ul style="list-style-type: none"> • Visit Reports were submitted for Safeguarding (8th March and 26th April) and RE (3rd May). Governors asked when PREVENT training should be repeated? Training should be renewed on any area connected to or safeguarding annually. Can governors use training provided by other suppliers? It was felt that this would be acceptable for training for Basic and Foundation (general in their nature), but that specific school training would be best for Leadership level training as it is context specific. • Governors noted that access to The Key seems to have lapsed. This may be secured though the diocese who would share costs (<i>RM also commented that requests had been placed for this ready for the next academic year</i>) <p>Governors were thanked for their ongoing, insightful and well-conducted visits</p>	AW will explore possibilities with the Ops Team
4.	<p>Leadership & Management</p> <ul style="list-style-type: none"> • <u>SEDP</u> – this has been updated according to the current context (one governor said that the green-colour text was an issue to ease of reading). Governors had no questions but expressed their gratitude for the work undertaken and represented through the report. • <u>HT Report</u> – no salient issues were raised, except to note when certain staff members were expected to return after periods of absence. RM expressed gratitude to Mrs Place and Miss Mullins for their cover during these absences. • <u>Asbestos Report</u> – governors noted that the new report spoke of a discovery of asbestos inside the loft cupboards previously un-seen. They asked if this should be removed. RM said that the risk was low and that the report did not 	

	<p>recommend removal in this instance – instead the Site Manager will mitigate the risk by covering the asbestos to avoid accidental or inadvertent disturbance. The report did highlight another ‘notification to remove’ but the school has lodged an objection to this.</p> <ul style="list-style-type: none"> • <u>SIP Report</u> – the SIP visited on 7th May 2024 and during this time spoke to parents. The issues of Comms was raised, but the feedback was generally positive in nature and reflective of the recent Ofsted findings. <p>Governors thanked RM and MMc (and those in support) for an excellent year-to-date that has yielded some remarkable results and outcomes despite the unique challenges presented by the secondment of AC to King’s School Kew</p>	<p>School to inform, FGB when this asbestos mitigation is completed</p>
5.	<p>Finance</p> <ul style="list-style-type: none"> • <u>Budget</u> – the final version of the Budget will be considered the Finance Group on June 10th 2024. KD was optimistic about the budget and the Ops Team seemed to be coming to terms with the needs of this process very well. • <u>Long Service Awards</u> – governors felt that the outcome of this as represented in previous Minutes remains unclear (<i>the original suggestion being whether the award should be made for 25 years’ service with the borough or 25 years’ service with the school – given the payment is from school funds</i>). The Chair recommended that this be revisited as an Agenda item rather than setting aside a previous decision however unclear it seemed through Minutes. This will be tabled at a future Finance Group meeting, and returned to the FGB in due course. 	
7.	<p>AOB</p> <ul style="list-style-type: none"> • <u>A Secondment of a member of the SLT to St John’s Primary School Hampton Wick</u> – the LDBS approached the FGB to seek agreement to send AC to St John’s for a year secondment as their HT full-time for one academic year. This would be on the same basis (bar the financial arrangement) as the current secondment to Kings Kew. AC, RM and MMc had indicated their willingness to progress this proposal. Pr: FrDC; Sec: RN; carried unanimously • <u>HTPM of RM</u> – given the success of the current secondment and the likelihood of a second, FrDc suggested that should the school return to its default SLT arrangement (AC as HT), that RMs appraisal cycle be conducted by governors as for HTPM. This would serve to maintain her profile after such a secondment ended. <u>Governors asked whether this would extend to future DHTs?</u> No view had been reached about anything beyond the existing personnel. 	<p>FrDC to write to LDBS to confirm the agreement of the FGB</p>
8.	<p><u>Date of the next meeting</u></p> <ul style="list-style-type: none"> • The next meeting of the FGB is scheduled for May 23rd 	

	<p><u>Confidentiality</u></p> <ul style="list-style-type: none">• No confidential issues were raised or discussed <p>The meeting closed with prayer led by FrDC</p>	
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