

St Brigid's School	Governors Meeting Minutes
Thursday 4 <sup>th</sup> December 2014 At 6.30pm	

Chair- Tony Hannigan
Clerk- Mrs S Wheeler

	Attendance	Gov	Apologies/ Absent			Gov	Apologies/A bsent
RJ	Rona Jones	✓		MB	Mary Burrows		✓
CD	Colleen Davies		✓	TH	Tony Hannigan	✓	
BJ	Barbara Jemmett		✓	CBL	Caroline Barr-Lloyd		✓
MHe	Markus Hesselting	✓		DM	Darren Millar		✓
GLW	Geraint Lloyd-Williams	✓		SR	Sally Roberts	✓	
KR	Kevin Roberts	✓		TT	Tony Thomas	✓	
DD	Dawn Docx	✓		JB	Head Girl- Jacinta Bollard	✓	
JW	Jane Wood	✓		JM	Julian Molloy		✓
MK	Mick Kumwenda		✓	AR	Avril Robarts	✓	
PM	Philip McGreevy	✓		PEJ	Philip Eyton-Jones		✓

#### Issues discussed

- Headteacher's report
- School Improvement plan
- Sub committees
- Policy update
- School improvement plan
- DCC/Bishop's single Faith based Provision

Decisions and recommendations made	By whom	When
TH opened the meeting with a prayer. Louise Bollard was in attendance during JB school council report.		
<b>6. School Council report</b> JB was unable to stay due to having exam revision so she gave an update to the Governors first. The winter ball was a success recently. The sixth form are going to conducting the assembly this week in order to continue to set the standard high for the school assemblies. The common room cleanliness has improved and continues to be monitored. JB and Louise Bollard left the meeting at 6.40pm		
<b>4. Minutes of meeting on the 16<sup>th</sup> October.</b> Agreed by all Governors as a true record of the meeting. Proposed by DD, seconded by KR.		



<p>group of families. AR shared concerns about this and being scored against a school, which could be significantly different in pupil size. Small numbers in a pupil cohorts will result in wide % variations</p>		
<p><b>12. School improvement plan</b>  Document live and ongoing. RJ has outlined 2<sup>nd</sup> and 3<sup>rd</sup> year priorities within the plan too. The document is in priority order and has been colour coded for ease of the teachers (can see which is relevant to them as a subject teacher and which is relevant to all teachers)  MHe asked RJ if the Governing body's role has been placed within the SIP. RJ confirmed that the Governing body' role does need to be explored more to ensure that is it working as best it can.</p>		
<p><b>9. Estyn inspection</b>  Estyn will give 20 working days before they attend the school. When RJ is informed the inspection will take place she will inform the Governing body and a Governors meeting will take place that week.</p>		
<p><b>13. Policies</b>  Anne Spiller has been through all policies and ensured they are up to date.  RJ went on the St Brigid's website in the meeting to show Governors the website and where information is located  <b>Action- Sam to send RJ and Anne Spiller all Governor meeting minutes to place on the website.</b>   The whistle blowing policy needs to be ratified.  <b>Action- RJ to send to Governors</b>   The pay policy needs to be ratified. The only changes were to increases in salary bands as agreed by the teaching unions and the government. RJ confirmed there are no budget changes that hadn't been identified by BS previously. No objections from the Governors. The policy was therefore ratified.</p>	<p>SW  RJ</p>	<p>ASAP  ASAP</p>
<p><b>8. Sub committees</b>  <b>Admissions-</b>  JW handed out the 2016/2017 secondary and primary school admissions policy. Governor's agreed this policy. There have been a high amount of mid year applicants in year 7 and 8 (all new pupils who didn't have their name down originally) We have had to decline 7 applicants due to being full and there is a waiting list for Year 8. Feedback received, from the applicants parents, show that the applications arise from families wanting their children to come to a small school, and bullying issues in other schools.   <b>Property-</b>  Update given by JW on behalf of PEJ.  The grant for the corridor roof has been given.  Tenders will be gained in the new year for the removal of walls in Matron's flat.  Survey will be completed in the new year for CRAMP.   <b>Finance-</b>  Balance forecast 31<sup>st</sup> March 2015 is £15,426.  Now got 1:1 provision in primary school. Some of the primary teaching assistants were being paid by DCC, now this won't be the case. From Sept 2014 we got 6 new</p>		

<p>teaching assistants, they are being funded by other LA due to the locality the children they support live.</p> <p><b>Action- PM and BS to place information in a budget sheet to send to Governors.</b></p> <p><b>Staffing-</b>  MHe - No meeting took place on the 2nd December due to having no update since last meeting.  RJ is working on the TLR proposal and continues to look through and address the issues the NASUWT raised. RJ would rather get the implementation of this right rather than rush.</p>	PM and BS	ASAP
<p><b>10. Single faith secondary school</b>  No new information available to update on .  'Modernising education report' by Eryl and Jackie is meant to be presented to the cabinet meeting on the 16<sup>th</sup> December.</p>		
<p><b>11. Safeguarding</b>  RJ attended a meeting yesterday on DCC revamping the policy. MHe had also attended a separate session as CP governor.</p>		
<p><b>AOB-</b>  Governors meeting on the 29<sup>th</sup> January cancelled- next meeting 19<sup>th</sup> March 2015 (although could be before then if there is an Estyn inspection announced)  RJ read out a letter that one of the pupils sent to Father Christmas, which was inspirational and funny.</p> <p>Need a careers Governor. RJ to ask BJ if she would like the role.</p> <p>11<sup>th</sup> December re-enactment of the WW1 Christmas truce will take place.</p> <p>Giftaid letter to go to parents about the importance of supporting the school in this way.  <b>Action- TH to ensure letter goes to parents</b></p> <p>RJ facilitated a parents forum meeting recently. 30 parents have asked for the newsletter to be printed and sent to them. School needs to ensure that all communication is getting to the parents, and is being read.</p>	TH	ASAP

Duration of meeting- 2 hours 25 minutes	Minutes sent to chair- 10 <sup>th</sup> December 2014
Next meeting- 19th March 2015 (although could have a meeting earlier than this if there is an Estyn inspection announced)	