



CATMOSE PRIMARY
MEETING OF THE LOCAL GOVERNING BODY
TERM 2 2015_16
ON 7 JANUARY 2016 AT CATMOSE PRIMARY

MINUTES

Present: Kelly Jackson (Vice Principal), Sally Oates, Sally Kirkby, Richard Seal, Hamid Mani, Margaret Wooley & Stuart Williams

Apologies: Natalie Ray, Mel Pitkeathley and Sam Hearth

In Attendance: Nicola Tyers (Clerk)

1. **Declarations of Personal & Pecuniary Interest.** None
2. **Minutes of previous meeting.** The minutes of the meeting held on 6 October 2015 were agreed to be a true and accurate record of the meeting and were signed by Mrs Kirkby as Chair.

There were no matters arising not covered by the agenda.
3. **Update of Trust Structure.** Mr Williams presented the proposed Trust structure going forward. Mr Williams outlined the implications that this would have on the Trust and pointed out the key features to the LGB and the changes to Catmose Primary's representation.

Governors gave their full support of the proposals.
4. **Report from Resources.** Mrs Kirkby presented the key points from the Term 1 and Term 2 resources meetings.
 - The financial papers were presented showing an in-year surplus of £122,030. The Committee are keen for the Federation to spend the surplus to benefit the Federation and had asked Mrs Ray to complete a list of priorities.
 - The Committee had agreed a 1% pay increase for teachers.
 - Accounts for the year ended 31 August 2015 were presented and are recommended for approval by the Trust. It was noted that there was an end of year cumulative surplus of £1.6m.
5. **Safeguarding Training.** Mrs Jackson gave a presentation to governors on safeguarding 2015_16. It was noted that Mrs Jackson meets annually with Mrs Kirkby the Safeguarding governor and the report was circulated.

Governors were pleased to hear that the safeguarding provision within the school had been graded outstanding during a school internal review. A copy of this School Review report was given to Governors.

6. **Raise Online/Inspection Dashboard.** Mrs Jackson circulated the School's Raiseonline Data Dashboard, Evidence Form used in the recent scrutiny panel headed by Mr Rhowbotham from the College's LGB.
7. **Transformation Plan.** A hard copy of the Transformation Plan was circulated to all governors.
8. **Feedback on PIXL.** Mrs Jackson confirmed that she had met with a representative from PIXL which was a service offered to the school to help Mrs Jackson review the school's performance and would meet termly with their representative to offer a primary expert to offer advice. Mrs Jackson explained that national conferences were attended by herself and Year Six teachers, which provided staff with resources and ideas in which to reach the new higher levels.
9. **Policies.** The Admissions Policy for September 2017 was determined by the governing body.
10. **Skills Audit.** Mrs Tyers updated governors on the results of the Skills Audit which would be finalised shortly and feed in to the current vacancies. The current vacancies were discussed and it was agreed that Mrs Tyers would put a vacancy on SGOSS and Mrs Jackson would raise a vacancy on the school website and social networks. There would also be a parent election.
11. **Any other Business.**
Prep Feedback – The feedback on the prep was fed back to the governing body following the scrutiny panel. Mrs Jackson highlighted how families are chased for prep when they are failing to complete the homework.

Mrs Kirkby questioned whether text alerts were in place and Mrs Jackson confirmed that she was waiting for confirmation from the IT department.

Mr Seal confirmed that he had conducted a School visit where he had met with school staff and had lunch and was very complimentary about the school staff and pupils.

Governors were keen to receive the newsletters from the School.