# Greenmount Primary School

## Meeting of the Governing Body – Monday 30th January 2023 at 5.30pm

**MINUTES PART 1**
**OF THE FULL GOVERNING BODY MEETING**

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| **Present:** | Ms C Dyer - CD | Parent Governor (Chair of Governors) |
| | Mr D Griffith - DG | Headteacher |
| | Mrs S Evans - SE | Associate Member |
| | Mr R Holt - RH | Co-opted Governor |
| | Mr R Judge - RJ | Co-opted Governor |
| | Mrs L Mackenzie - LM | Parent Governor (Vice-Chair of Governors) |
| | Mrs D Rowland -DR | Staff Governor |
| | Mr G Scott -GS | Co-opted Governor |
| | Mr M Taylor - MT | Parent Governor (Vice Chair of Governors) |
| | Miss C Kunce - CK | Associate Member |
| | Mrs G Cross - GC | Co-opted Governor |
| | Mr B Pinder - BP | LA Governor |
| **Apologies:** | Mrs A Hobson - AH | Parent Governor |
| **In Attendance:** | Mrs G Reeves – GR | Clerk to Governors |

**The meeting met its quorum.**

| **ITEM 1** | **WELCOME & APOLOGIES FOR ABSENCE** |
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| | • Governors were welcomed to the meeting.<br>• Governors were reminded that all discussions during governor meetings are confidential.<br>• Apologies were received for AH.<br>• The book of disclosure and register of pecuniary interests was signed by all governors. |

| **ITEM 2** | **DECLARATIONS OF INTEREST** |
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| | • There were no new declarations of interest to note. |

| **ITEM 3** | **DECLARATION OF ANY OTHER BUSINESS** |
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| | • There were no declarations of any other business. |

| **ITEM 4** | **PART ONE MINUTES OF THE LAST MEETING (26th September 2022)** |
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| | Part 1 and Part 2 minutes, which were circulated before the meeting, were approved as an accurate record subject to the following amendments:<br>• GS is a member of the P&C Committee<br>• AH is a member of the P&C Committee<br>• Item 20 should state trusts rather than academies |
| **Decision** | **RESOLVED: That the minutes of the meeting held on 26th September 2022 are a true and accurate record subject to the amendments detailed above.** |

| **ITEM 5** | **MATTERS ARISING** |
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| | • Item 10: Staff/Governor wellbeing meeting to be arranged – *a meeting has been arranged in May, completed.*<br>• Item 12: Formation of a sub-group to look at nursery provision – *a subgroup was formed to* |



Signed: ……(Chair of Governors) Date: ……..

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| | *investigate nursery provision, a meeting was held with the LA and it was decided that this is not viable at the moment, completed.*<br>• Item 11: Year 1 teacher to be invited to the next P&C meeting – *completed.*<br>• Item 12: Governor action plan to be revisited – *ongoing.*<br>• Item 21: All Governors to read and note Keeping Children Safe in Education September 2022 – *DG to circulate the document to Governors who have not read section A as yet.* |

| **ITEM 6** | **GOVERNING BODY MEMBERSHIP & DIVERSITY** |
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| | It was advised that the following terms of office are due to end:<br>▪ Catrina Dyer (Parent Governor) 03/03/2023 – DG will commence a Parent Governor election prior to the February holidays.<br>▪ Sarah Evans (Associate Member) 27/02/2023 – Governors approved the re-election of SE for a further term of office.<br>It was noted that the terms of GC, RH and CK will be expiring in May. This will be looked at during the May FGB meeting.<br>A suggestion was made that due to the high level of work required by the FGB over the coming months, it may be useful to elect an associate member. The skills audit will be assessed to tailor the requirements so that a request can be circulated. It was noted that it is important to consider diversity on the Governing Board. |
| **Decision** | • **SE was re-elected as an Associate Member for a further term.** |
| **Action** | • **A Parent Governor election is to commence prior to the February half-term.**<br>• **Skills audit to be assessed in order to tailor requirements for an additional Associate Member.** |

| **ITEM 7** | **HEADTEACHERS REPORT** |
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| | Highlights from the headteacher's report were picked out for Governors by DG:<br>• 2023 admission numbers are strong, 42 first preferences and 24 second preferences have been received. This demonstrates that the recent marketing activity has worked well. Comments on the applications were complimentary noting the warm ethos and feel of the school.<br>**Q: How many first-choice preferences were received this time last year?**<br>**A: 28**<br>**Q: How many of the applicants are siblings?**<br>**A:16/17.**<br>• It was noted that the high numbers will come with staff challenges due to the lag of funding that is received from the increased numbers.<br>• Staff changes have been detailed in the report, an additional MDA is also leaving (it was noted that they also cover supply and GOOSE), only the role in GOOSE is to be advertised.<br>**Q: What is the impact of the new phonics scheme?**<br>**A: The new scheme is working well, only 2 pupils are not expected to pass the phonics assessment. Expectations are high and the children are responding well.**<br>• New attendance regulations come into force from September 2023, Governors are expected to be well informed regarding absence rates in school. Additional information will be provided going forward in the headteacher report and attendance will be a standing agenda item on the P&C committee. The LA is being more proactive with an Education Welfare Officer attending school termly<br>**Q: What is the day-to-day impact of this?** |

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| | **A: Ofsted would expect Governors to be well informed and know the school strategies in relation to attendance and persistent absentees.**<br>• Governors stated that it would be wise to appoint an Attendance Link Governor, this will be discussed at the P&C meeting.<br>**Q: Are holidays still being requested in term-time?**<br>**A: Yes, there was a huge rise post-Covid when more leniency was seen in authorising requests. Now requests are unauthorised with a return to the pre-pandemic rules. Absences of over 5 days go to the LA where a penalty notice may be applied.**<br>**Q: If absences are related to medical issues/appointments, is that included?**<br>**A: The absences count but would be authorised.**<br>• The DofE has made a grant available for £15k to be used to improve energy efficiency in school. Options are being explored as to how best to spend this funding such as improving heating in certain areas and window efficiency.<br>**Q: Has there been a response to the request for volunteers in school?**<br>**A: Yes, 2 librarians are attending school to help with the upkeep of the library, and 2 parents will be looking at recycling and lost property. Another parent who works in education has offered to assist with looking for funding and submitting bids.**<br>**Q: Is there a register in the school for children with SEMH needs?**<br>**A: There is a list which is flexible, the need can be low or high and may be a short-term issue rather than ongoing. Talks are taking place with staff regarding linking SEMH and SEN more.**<br>**Q: Are revised finance figures available?**<br>**A: A meeting is taking place tomorrow regarding the budget when a clearer picture will emerge. Potential restructuring will be looked at following half term.** |
| **Action** | • **Attendance Link Governor to be appointed at the P&C committee meeting.** |

| **ITEM 8** | **COMMITTEE MINUTES (since the last FGB)** |
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| | Minutes were circulated prior to the meeting.<br>• Finance Committee - 31st October 2022 – meeting cancelled following FGB discussions. A Pay Committee meeting was held to ratify pay increases.<br>• P&C Committee – 28th November 2022<br>It was advised that actions had been completed, and there were no further questions. |

| **ITEM 9** | **SCHOOL WEBSITE COMPLIANCY** |
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| | RJ has completed a website review to ensure compliance. The search function has been made more visible |

| **ITEM 10** | **PROCEDURES / POLICIES FOR REVIEW/APPROVAL** |
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| | • Child Protection – The P&C committee assessed the policy during their meeting – the policy was approved by the Governors. |
| **Decision** | • **The Child Protection Policy was approved by Governors.** |

| **ITEM 11** | **DEVOLVED FORMULA CAPITAL** |
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| | Governors were presented with information regarding a cloud-based system due to the current computer server support package ceasing in October 2023. Following discussions with the school IT provider (Holker), it was felt that moving to a cloud-based management and storage system is the best way to proceed, eliminating the need to physically update the server every five years.<br>The cost of moving to 'InTune' is £7,200 plus an annual licence cost of £251. Costs have been |

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| | budgeted for within the devolved capital and this has been agreed upon by Bury LA. Work is planned to take place during the summer holiday.<br>Governors approved the migration of service to the InTune system. |
| **Decision** | **Governors approved the purchase of InTune cloud-based management and storage system.** |

| **ITEM 12** | **AOB** |
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| | Any AOB items were moved to the next FGB meeting. |

| **ITEM 13** | **DATE OF NEXT MEETING** |
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| | • 22nd May 2023 |

| **ITEM 14** | **CONFIDENTIAL MATTERS** |
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| | See part 2 minutes. |

There being no further business the meeting closed at 20.22



Signed: ……(Chair of Governors) Date: ……..