



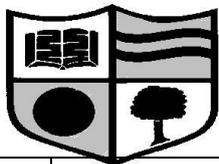
**MARWOOD
SCHOOL**

Full Governing Body Meeting

Date	Wednesday 18 October 2017			Time			7.00 pm
Potential Attendees	Initials	Position	End of Term of Office	Finance Comm	T&L Comm	Present (P) Apologies (Ap) Absent (A)	
Mr Alun Dobson	HT	Headteacher		Yes	Yes	P	
Mrs Laura Hume	LH	Staff Governor		No	Yes	Ap	
Mrs Liz Quick	LQ	Co-opted Governor (Chair of Govs)		Yes	Yes	P	
Mr Stephen Roberts	SR	Co-opted Governor (Finance Chair)		Yes	No	P	
Mr Tom Barfield	TB	Parent Governor (Vice Chair of Govs)		No	Yes	Ap	
Mrs Mary Szymankiewicz	MS	Parent Governor (Chair of T&L)		No	Yes	P	
Mr Laurence Young	LY	Co-opted Governor		Yes	No	P	
Mrs Emma Cotterill	EC	Parent Governor		Yes	No	P	
Mrs Gen Hickson	GH	Co-opted Governor		No	Yes	P	
Mr Roger Parry	RP	LEA Governor		Yes	No	P	
Vacancy	-	Parent Governor	-	No	Yes		

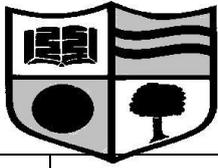
MINUTES

1.1 GOV 2017/2018	Apologies	Laura Hume and Tom Barfield
1.2 GOV 2017/2018	Conflicts of Interest	None
1.3 GOV 2017/2018	Minutes of last meeting and Matters Arising	The minutes of the last meeting were signed as correct.
General		
1.4 GOV 2017/2018	Report of the Head Teacher - paper	<p>The ASP will be discussed at the Teaching and Learning meeting If Governors have any questions or if Governors want to have some input please email Liz or come along to the Teaching and Learning meeting.</p> <p>Is there a basic summary? Yes the front page is the summary.</p> <p>The confidence part is not clear and is the range is for Marwood school? Yes the range is just for our school</p> <p>SHEU will also be discussed at the Teaching and Learning Meeting</p> <p>Attendance The attendance for the year was 97% attendance. What is the national average? 95.3 to 95% attendance Is this for all attendance? Yes but some absences are authorised.</p> <p>EYFS and KS1 are the focus for the SIP</p> <p>Numbers There has been another child admitted to the school since the census day and there have been another family with 2 children for Year 4 and 6 but as out of catchment Alun is reluctant to take them as this will make the class sizes 35 and 34. There will be no money for these children this year as census day has passed.</p> <p>One family will come off role for their extended holiday. The Governors</p>



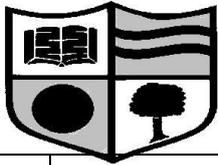
Full Governing Body Meeting

MARWOOD SCHOOL		<p>discussed the options when they return.</p> <p>Finances This school is looking at about £10,000 increase for the next years income. There are possible changes and rural schools will quality for sparsity so more schools will have extra money as the number for sparsity has increased to 150. There will be no extra money for pay rises or inflation. There will be £30,000 more next year for the lump sum but there is a £284 drop for each pupil weighted unit. The income for the budget will also go up the year after but still no extra money for pay rises or inflation.</p> <p>Is there anything the Governors need to do for the consultation? AD will do the finance consultation for the school and he discussed which choices he would make. LQ will complete the consultation on behalf of the Governing Body.</p> <p>How would the income be if we were in a MAT? It would be the same amount given as a national funding formula.</p> <p>If there is an increase in the lump sum where are we not better off? Because of the loss for AWCU and other funds. At the next Finance meeting the budget and the amount the school will receive will be discussed.</p> <p>The premises decision at the Finance meeting was discussed. The 106 money of £19876 and the plans for improving the Thrive area was discussed and quotes are now being sought.</p> <p>The Sports Grant will be £17000 this year and this has doubled.</p> <p>School Meal Questionnaire The questionnaire from the kitchen had 5 positive responses for the sandwich option. The trend in Devon is that children are having fewer school lunches. AD has a meeting with Jude from Devon Norse tomorrow.</p>	
1.5 GOV 2017/2018	Head Performance Review	<p>Head Teacher review SR and LQ will be involved with the Head Teacher's review and a suitable date will be organised with Mark Juby as David Blower from Babcock has retired. This means that the cost for this is likely to be reduced. The Governors agreed to this.</p>	
1.6 GOV 2017/2018	Staff Performance	<p>Staff performance All the teaching staff has been completed except one staff which will be completed by half term.</p>	
1.7 GOV 2017/2018	Committee Terms of Reference - papers	<p>Terms of Reference The terms of reference for the committees were discussed and agreed by all Governors. LQ signed the terms of reference, which will be put in the office file.</p>	
1.8 GOV 2017/2018	Strategic Planning -	<p>Strategic Planning AD will send this updated document to the Governors.</p>	AD
1.9GOV 2017/2018	School Visits	<p>Governors Visit GP went to the Year 5 and 6 girls football tournament.</p> <p>Stephen Roberts arrived at this time.</p>	
1.10 GOV 2017/2018	Finance -	<p>Resources</p> <p>Finance</p>	



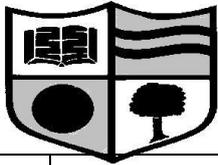
Full Governing Body Meeting

MARWOOD SCHOOL		<p>The finance Governors updated the other Governors on the items discussed at the Finance meeting.</p> <p>There were no other matters other than what was discussed at the finance meeting.</p> <p>Date of next meeting Tuesday 7 November at 1pm</p>	
1.11 GOV 2017/2018	Teaching and Learning	<p>Teaching and Learning</p> <p>There has not been a meeting.</p> <p>Date of next meeting Tuesday 7 November at 7pm</p>	
		General Governance	
1.12 GOV 2017/2018	Register of Pecuniary Interests	<p>Register of Pecuniary Interests</p> <p>All the Governors updated their register of pecuniary interests</p>	
1.13 GOV 2017/2018	Governor Responsibilities	<p>Election of Chair and Vice Chair</p> <p>Stephen Roberts proposed Liz Quick as Chair, Alun Dobson seconded Liz Quick as Chair. All Governors agreed.</p> <p>Liz Quick proposed Tom Barfield as Vice Chair, Roger Parry seconded Tom Barfield as Vice Chair. All Governors agreed</p> <p>Liz Quick proposed Stephen Roberts as Chair of Finance, Alun Dobson seconded Stephen Roberts as Chair of Finance. All the Governors agreed</p> <p>Liz Quick proposed Mary Szymankiewicz as Chair of T & L, Laurence Young seconded Mary Szymankiewicz as Chair of T & L. All the Governors agreed.</p> <p>Emma Cotterill would like to move from Finance committee to T & L committee.</p> <p>All other Governors were content with staying with the committees they have been allocated.</p> <p>Roger Parry agreed to be Premises Governor.</p> <p>The Governors agreed to visit the classes they had been allocated last year.</p> <p>LQ will update the responsibilities and put it on the website.</p> <p>CCSP</p> <p>There has been a meeting where the format of visits to other schools and Swimbridge school has now joined. LQ has attended as a Governor but felt it was more of a Heads meeting.</p> <p>BLC</p> <p>There has been a meeting but two Heads were absent. English, Maths and Music groups have been the focus and teachers for these areas will be meeting together.</p>	



Full Governing Body Meeting

MARWOOD SCHOOL		<p>MATs AD discussed the idea of a Braunton Hub with the Governors. What would be the Braunton hub? Five feeder schools which feed into Braunton Academy. Andy Cotton from Newport Academy has visited Marwood regarding MATs.</p> <p>Is this a different MAT? It would be part of the Tarka MAT as there is no need to have any other MATs in this area due to Braunton school not being a big enough Secondary school. The Braunton schools would be under one MAT but a Hub of Braunton. The Governors would like to know the pros and cons of joining the Tarka Academy or belong to a MAT as part of the Braunton Hub. This is a slow process because Governors of all schools want to keep their own identity. The Governors gave feedback from the meeting with Andy Cotton. The Governors felt it was about sharing services.</p> <p>Andy Cotton felt that there was a lack of aspiration in North Devon. The pupils want to live their lives and not go on to achieve their potential. Live around the beach or the summer scene. His seems to be more when children met puberty as exam results are not as good as they should be with the children achievements at 11 years old. He did state a lot of things that the Academy would do for a school.</p> <p>What do Governors feel they want in a MAT? The Governors would like to realise their ideal but realise there needs to be a compromise.</p> <p>There are only two choices? Tarka Academy or Ilfracombe academy in this area.</p> <p>Do we need to join rather than be pushed into a MAT or academy? Yes as better to decide and get what we want than be pushed.</p> <p>What is AD opinion? It is fine while things within the school are fine but a sickness of senior staff would be disastrous for the school.</p> <p>What is the next step? Due diligence with what is available from Tarka academy</p> <p>What is the time scale? Most schools are joining in September and well into the process. This school would be on catch up with the other schools.</p> <p>Do the Governors need to have an evening to discuss the presentation in detail? Yes, it was decided to have a meeting on Wednesday 29 Nov at 7pm. It would be helpful to have a map with the options available. AD will arrange this overview.</p>	All AD
1.14 GOV 2017/2018	Website	<p>The school website needs revamping and is there any budget for this? Yes and possible if near April and the school will look for various quotes. The school needs to be able to format the pages as necessary.</p>	
1.15 GOV 2017/2018	Community Hall	<p>Community Hall Solar panels application been completed and submitted.</p> <p>AD will attend the Community Hall meetings every other month to make sure the needs of the school are met and the joint user group element</p>	



Full Governing Body Meeting

		is covered.	
1.16 GOV 2017/2018	Marwood School Governor Training	Governors Training LQ went on the second part of the Chairs course. Liz felt that the sharing of documents was worthwhile. Please submit your Governors skills to Liz asap. Laura and Gen will be attending the next new Governors course.	
1.17 GOV 2017/2018	Policy review at Meeting	Policy reviews Code of practice for Governors will be re-issued and then signed by all the Governors. Supporting Children with Medical Needs – try to find the old policy to be emailed to Gen for review or create one to be discussed at the next meeting. Pay Policy DCC The main thing was to that Marwood when advertising any teacher vacancy the pay would be put into the vacancy and the Governors would not have to do pay portability. Updated and agreed by the Governors. Staff Capability DCC This will be discussed at the next meeting. Staff Handbook This document will be emailed to the Governors. It is a working document and gets updated as necessary. It is given to all staff when updated. Finance Policy This will be updated for the next Finance meeting by SR Attendance Management Policy This will be taken to the next meeting. PSHE policy This will have the date changed and put on the website. Updated and agreed by the Governors.	LQ GH AD AD SR LQ
1.18 GOV 2017/2018	Policies for Review at Next Meeting	Policies for next meeting Supporting Children with Medical Needs – GP Staff Capability – AD Finance Policy – SR Attendance Policy – LQ Teachers Standards AD Complaints – LQ Religious Education – MS Behaviour and Bullying Policy – TB This policy will also go to the School Council for approval.	
1.19 GOV	Ofsted Questions	Ofsted Questions	



Full Governing Body Meeting

2017/2018	- MARWOOD SCHOOL	The questions will be discussed and updated at the Teaching and Learning meeting	
1.20 GOV 2017/2018	Any Other Business	<p>The Governors would like to thank Emma for her analysis of Think Sheets. The results will be taken to the Teaching and Learning meeting. This document will be circulated to all Governors.</p> <p>Finance Audit There will be a follow up audit on November 1st and to do a review of the action points raised. SR will be available at the meeting as AD is not available.</p>	LQ
	Final Question	<p>What Strategic Discussions/Decisions from tonight's meeting has a direct impact on the children / improve the Teaching and Learning of Marwood school ?</p> <p>Decision re the Mat future of the school.</p>	
1.21 GOV 2017/2018	Date of Next Meeting	Wednesday 22 November 2017 at 7.00pm	