



*'Love of Learning. Love of Life!'*

*Our Core Christian Values: Respect, Honesty, Care and Love.*

Hurstbourne Tarrant Church of England (Controlled)

Primary School.

Headteacher: Mr Gareth Dee BScEcon (Hons) PGCE

**Minutes of the meeting of Governors of Hurstbourne Tarrant Church of England  
Controlled) Primary School held on Wednesday 11<sup>th</sup> March at 5.15pm**

**Governors Present**

Mrs Sue Evans (SE)	- LA Governor (Chair)
Mr Gareth Dee (GD)	- Headteacher
Mrs Miriam Edwards (ME)	- Co-Opted Governor
Mr Robin Price (RP)	- Staff Governor
Ms Georgina Wilson (GW)	- Parent Governor
Mrs Alex Luker (AL)	- Parent Governor
Rev Trevor Lewis (TL)	- Foundation Governor
Mrs Kim Trewby (KT)	- Foundation Governor
Mrs Eva Healey (EH)	- Co-Opted Governor
Mr Ian Morris (IM)	- Co-Opted Governor
Mr Freddy Colquhoun (FC)	- Parent Governor

**Apologies:**

Mr Robert Perry (RP)	- Parent Governor
Mr Rupert Conder (RC)	- Co-Opted Governor

**Non-Governor present:** Dr David Ellis (Clerk to the Governors)

The meeting opened at 5.15pm with a prayer from the Rev Trevor Lewis

Chair SE welcomed everybody and began the proceedings

**1. Declaration of Pecuniary Interests**

There were no declarations of pecuniary interests declared relevant to the meeting.



### **3. Minutes of the Governing Body Meeting of Thursday 6<sup>th</sup> February and matters arising**

Minutes of the meeting of the 20<sup>th</sup> November 2019 were accepted as a true record of the meeting.

Matters arising: Spelling error in EH surname, otherwise none

### **4. Headteacher's Report, School Financial Values Statement (SFVP) and SIP**

The SFVP document had been first circulated to the Financial and Resources Committee for comments. On its return with minor comments it had been circulated to all governors. The SFVP document was approved by governors and SE would sign it off.

Admissions look good for September YR. 2 pupils have left the school so we are currently at 96. One has gone to Vernham Dean School (Yr4) – friendship issues and one is being self-taught. FC asked about the Yr4 child issue and was it being followed up before they left? RP replied the issue had been monitored and the pupil seemed to have no friendship issues, but the parents decided otherwise. When the school has a better idea of numbers for Sept, the school will be looking at the waiting list in all year groups.

Safeguarding – GD has referred one family for an Early Help Hub assessment.

Coronavirus – GD has sent out a letter at the end of February explaining to parents where we stand as a school in respect to the Coronavirus. If the PHE advice or new information on local conditions changes, GD will inform staff and parents verbally and by email etc. Generally, if people are showing symptoms, they should call 111 for advice.

Training – all staff have had training from Sebastian from the Primary Behaviour Support Team on how to manage child with severe anxiety. GD will be looking at Team Teach training (positive handling) to ensure we manage challenging situations correctly and safely.

GD will be attending the Hampshire Headteacher's Conference on Friday 20<sup>th</sup> March as well as meeting Chris Brooks-Martin to discuss their SIAMs visit (the conference was subsequently cancelled).

LLP (John James) visit was very successful – GD will be sharing the report with the C and S Committee at their next meeting, but we remain a low priority school. Some new targets will (or have been) incorporated into the new SIP.

### **Curriculum/standards/Monitoring/School Improvement/Staff Development**

Governor Monitoring – again very successful. RP, EH and AL looked at History coverage in the last topic. With GD they had looked at books and asked 2 pupils from each class about their learning in topic. RP is preparing a report for all governors.

An updated New School Improvement Plan is on the Governor Zone of the website – you should all have copies. A SIAMs policy update will include key core values. The teaching and learning of Foundation subjects will include statements on Intent, Implementation and



Impact. In the core subjects the same phonics will be applied across the board and is currently working well.

Collective worship, involving children is bedding in well.

Core subject leaders met with the LLP to discuss their roles in each designated subject (RP Maths, EE English and GD Religious Education)

## **6. Resources Committee Report**

Minutes of the last meeting (25<sup>th</sup> February 2020) had been distributed and only the highlights were discussed. These included:

Invitation to Kit Malthouse MP. RC reported that FC has not been able to contact Kit Malthouse's secretary but understands that the visit may be on Friday 13<sup>th</sup> March at about 1.00 p.m. RC said that he is away. IM agreed to attend in his stead if it goes ahead.

Budget –

- a. Review of expenditure and forecast to EOY 2019/20. RC via FC said that he had analysed the income and expenditure report to the end of January and the outturn forecast to the end of year (EOY). He said that HCC Education Financial Services (EFS) had visited, paid a number of invoices to bring the accounts up to date and advised that the position is satisfactory.
- b. Draft 3 Year Forecast. RC reported that EFS produced a draft 3-Year Forecast which also gives a satisfactory position at EOY, but, with the reduction in the number on Roll (NOR) next year, predicts a deficit at EOY 2020/21. The 3-Year Forecast will be reviewed at the Resources Committee meeting in May and the figures presented for ratification at the following FGB.

## **7. Pay and Personnel Committee Report**

No meetings and no issues were raised

## **9. Governor Training**

Governor training on Child Safeguarding began at 6.00pm and closed at 8.00pm and led by Mr Eric Skates from Hampshire Education.

## **10. Correspondence**

DE has circulated any correspondence as it comes in.

## **11. AOB and Date of Next Meeting**

SE noted that at the upcoming parents evenings (25 and 26<sup>th</sup> March) governors provide tea, coffee and biscuits and asked for volunteers for each of the 2 sessions each night.

Wednesday 25<sup>th</sup> March: 3.30-5.15pm GW. ME 5.15-7.00pm

Thursday 26<sup>th</sup> March; “ “ AL, EH “ “



With no other AOB the meeting closed at 5.45pm.

Next meetings are:

C and S Committee 6<sup>th</sup> May at 3.30pm

Resources Committee 12<sup>th</sup> May at 5.15pm

FGB Thursday 21<sup>st</sup> May at 5.15pm

Dr David Ellis

Clerk to the Governing Body

