



FOURLANESEND COMMUNITY PRIMARY SCHOOL

Minutes of a meeting of the full Board of Governors of Fournalanesend C.P. School held at the school on Wednesday, March 29th 2023 at 1.30pm

PRESENT: Major Adrian Battley, Mrs Fran Ferguson, Mrs Rebecca Norton (Headteacher), Mrs Vicki Richards, Mrs Sue Robinson, Mr Piers Taylor (Chair).

APOLOGIES: Mr Ben Rimron .

IN ATTENDANCE: Miss Caroline Stone (Clerk).

1. **Apologies for absence:** Mr Ben Rimron sent apologies for absence which were accepted.
2. **Opportunity to declare pecuniary interests:** No new pecuniary interest forms were declared.
3. **Minutes of the full Board meeting of February 1st 2023:** Governors approved the minutes of the FGB meeting of February 1st 2023 to be a true and accurate record of the meeting. The minutes were signed by the Chair on behalf of the Board to reflect this.
4. **Matters arising from the minutes:**
 - a. The clerk continues to chase a reply to the question of H&S governor requirements with Governor Services at Cornwall Council.
 - b. Two pupils have written a letter about traffic calming measures outside the school. The letter will be circulated to Governors and sent to the local parish Councils and the County Councillor.
(Action: RN)
5. **Head's Report:**
 - a. The Chair questioned the use of the Ofsted comments. The Head said that it was standard practice to use the Ofsted comments in reports. The website shows the Governors' letter and then carries a link to the Ofsted report. Everyone will be aware of the Governors' views.
 - b. **A Governor challenged the amount of mobility that numbers were showing.** It was noted that the figures show two terms. Seven children have left and four joined the School. In three cases, leavers were due to family moves. The School understands the reasons for each child that left. Numbers are now the lowest they have been for sometime, but that is due to overall demographics. A bulge is moving through and into secondary school. **A Governor challenged why FLE didn't hold Open Days? He is aware of parents choosing for their children to go to Millbrook having been to Open Days.** The Head said she feels Open Days present a false scenario. FLE has always invited parents to come in and look around to see the School as it is. The Chair said that he had been very impressed when he had been shown around by two Y6s who had taken them around on their own and been very courteous and knowledgeable about the School. It was felt that it would be good to advertise the opportunity to look around the School more actively and even to say that the School prefers a personal approach with parents meeting exemplars of the School. A Governor said that the Preschool suggests parents visit both schools on the same day and they often find then that parents choose FLE. It is best if the child accompanies the parents since they also have views.
 - c. On Friday a parent who has moved to the area with two children is coming to see the school. She is bringing a friend who is looking to move to the area who also has two children.

- d. A Governor asked about Open the Book. This is people coming in to do a weekly assembly on the Bible. It isn't pitched for the older children so Y5 and 6 have a separate assembly based on British Values.
- e. A Governor raised the issue of parents reading with their children and not putting comments into the reading record. This is a tricky point to raise with parents but it is suggested that a letter covering expectations in put into the reading record books.

6. SEF:

- a. Governors had been given the SEF which was unavailable at the last meeting due to an IT collapse. The SDP is the working document and that then feeds into the SEF.

7. Finance:

- a. Budget monitoring: a report dated March 16th was given to Governors. The Head showed Governors a page from the March report the previous year; spending has increased hugely due to inflation across the board.
- b. Benchmarking: the School falls within the average range when compared to schools with similar characteristics. The area which shows the School seriously overspending in comparison to other schools relates to heating. Benchmarking works on historic data and the boiler was replaced last year and expenditure should now be within the median range.
- c. SFVS: the SFVS was approved by Governors.
- d. Preliminary thoughts about budget for 2023/24: the funding statement for 2023/24 shows that the School will get grant funding £1,000 below the current year. This is largely determined by the number on roll. Since inflation is substantially increasing the cost of everything this means there is nothing to cover these cost increases. The Head is confident that she can set a budget but only by using reserves.
- e. SLA: The Head asked Governors for permission to change the HR SLA from May 1st switching from Cornwall Council to Neo People. This is due to finding that CC lacked the ability to support the School through an on-going issue. The Chair said that is not tenable to continue with service under an SLA that was unable to support the Head and the school as would be expected.

8. Safeguarding, SEND, CiC :

- a. Item in confidential appendix.
- b. Item in confidential appendix.
- c. Item in confidential appendix.

9. Staffing:

- a. Emily Green is delaying her return from maternity leave until June 5th. Rouen Gargan is happy to continue cover in the meantime.
- b. The School has been carrying a vacancy for an SEN TA. It has been covered on a supply basis and so there will not need to be a redundancy if the child being supported gets a place at alternative provision.

10. Staff health and wellbeing:

- a. Staff at FLE did not go on strike recently as other teachers had. This was partly a financial decision as well as a moral decision. Parents have questioned this.
- b. The SENCO is currently taking compassionate leave.

11. Premises and Health and Safety issues:

- a. Compliance checks have been carried out.
- b. For the third year in a row the School will have backlog maintenance work done over the summer holiday. Work will be done on windows and the flat roof that has leaked since previous backlog maintenance work.
- c. CATER-ed have brought their appliances into school. The school will pay equipment maintenance and safety checks for the first six months and then CATER-ed will take over responsibility.
- d. The KS2 girls toilet has had to be unblocked. It had had hand towels put down it.
- e. An emergency repair has had to be done on the school sign and while in school the repairman did work on the sand pit and some other little bits and pieces. He lives in Millbrook and is happy to help the School out. He has recommended a place in Torpoint who will do the necessary new sign at a good price. The Head will get other quotes to compare but is pleased to hear of opportunities to use local businesses.
- f. A fire drill has been carried out and has been repeated due to the behaviour in one class. The second drill was satisfactory.

12. Policies for review:

Capability Policy: a Governor asked if the policy was agreed with the Unions. Yes, it is the LA model policy. Some typos were noted. The policy was approved.

- 13. Data Protection:** there have been no GDPR breaches. Parents coming into School on Parents' days are being asked not to look at other children's books.

14. Governing Body issues:

The Chair has attended an on-line Chairs' Forum run by Governor Services yesterday. Eighteen Chairs were on the call. There was a lot of discussion about issues with recruiting new governors and succession planning. Some Chairs were governors in more than one school and even Chairs in more than one school. Other schools have tried different meeting times to enable people to attend meetings. Perhaps first thing in the day or in the evenings to work around child care needs or are holding meetings remotely. A positive and reassuring spin on Ofsted inspections was given by one participant. PT referenced FLE experience and expressed the Governors' disquiet about the way the inspection had been carried out and the lack of understanding of small schools. Andrew Beesley the LA's English specialist had been pleased to be included on the Ofsted small school forum but now finds himself very disheartened the Head said.

- a. Governor visits and visit reports: The EWO has been in and Mr Rimron has seen the report. Now would be a good time for him to do an Attendance visit.
- b. Governor training: no training has been done. A Governor queried whether H&S training was appropriate.
- c. Governor recruitment: Enquiries will be made at the Rame Centre to see if anyone might be interested in becoming a Governor. A letter will be written that can be handed around to encourage people to consider becoming a Governor.

15. Dates for future meetings:

FGB meetings

Wednesday, May 17th at 1.30pm

Wednesday, July 12th at 1.30pm

There being no other business the meeting closed at 3.15 pm.

Chair.....

Date.....

ACTIONS

Action

Circulate traffic calming letter
Letter for governor recruitment

Date

Responsible Person

Head
Chair & Head