

**MINUTES OF A MEETING OF THE GOVERNING BODY OF POTT SHRIGLEY CHURCH
SCHOOL HELD AT POTT SHRIGLEY SCHOOL ON 13th JUNE 2017**

Governors Present: Cllr H Gaddum
 Mr M Bertinshaw (AHT) Acting Headteacher
 Mr M Dean
 Mrs J Naumkin
 Mrs H Kennedy
 Mr G Winstanley
 Mrs S Winstanley
 Mrs J Langdon
 Mrs S Milsom
 Mrs K Sinclair
 Mrs K Wolfenden
 Rev D Swales

Also in attendance: Ms C Creager, (CC) School Governance Officer

PART ONE – NON-CONFIDENTIAL BUSINESS

	Opening prayer	Action
1	<p>Apologies and AOB</p> <p>The Chair welcomed Karen Wolfenden, parent governor and David Swales, foundation governor, to their first meetings. Introductions were made around the table.</p> <p>The Governing Board agreed to accept the apologies for absence received from Mr P Quirk, C Holliday and J Collingwood.</p> <p>AOB: None in Part One.</p>	
2	<p>Declarations of Interest</p> <p>Governors were asked to declare any potential pecuniary interest or conflict of interest with the business to be discussed during the meeting.</p> <p>No conflicts were declared.</p>	
3	<p>Membership</p> <p>There are no vacancies on the Governing Board.</p> <p>Mrs Wolfenden was appointed to the Community Committee.</p>	
4	<p>Part One Minutes and Matters Arising</p> <p>The minutes of the meeting of 4th May 2017 were agreed as an accurate record of the meeting, one correction being made to the spelling of Reverend Swales name.</p> <p>The Actions Log was reviewed and updated. Discussion took place on the following action:</p> <p>Re Item 11, Policies Q: Are they all policies that we need to have? There is a difference between</p>	

	<p>policies and procedures, which are easier to amend. A: Many of the policies are referred to in documents as an appendix but are not there; these policies need to be in place.</p>	
5	<p>Chairs Action</p> <p>Mrs Gaddum reported that she had authorised a payment of nearly £10k for the rent for the school for a year.</p> <p>This payment was ratified by the governing board.</p> <p>Mrs Gaddum had received the resignation of the SENCO and thanked Mrs Hemmings on behalf of the Board for all the help and support she had given the school over her time in post.</p> <p>The Chair reported that in common with some other schools, there had been a Freedom of Information request in respect of the schools budget. She had taken and followed LA advice in responding to the request.</p> <p>The VC had no action to report.</p>	
6	<p>Part One Reports from Committees and Reports from Governors with Special Responsibilities</p> <p>Community Committee, 2nd May 2017 The minutes were approved.</p> <p>Resources Committee Mr Winstanley circulated a report to governors; there had not been a meeting of the committee this month as information was awaited from the Local Authority. A plan of the conversion of the storeroom was circulated; the work was out to tender. The intention was to use the Devolved Formula Funding grant to pay for the work.</p> <p>Teaching and Learning committee, 18th May 2017 The committee had reviewed the historical and current data for children; with small numbers, statistics are difficult to express but children are achieving in line with expectations.</p>	
7	<p>Part One Headteacher's Report and Matters Arising</p> <p>Mr Bertinshaw spoke briefly to his report.</p> <ul style="list-style-type: none"> • Katherine and Hilary had both been to look at Kettleshulme's EYFS area; they had gained good ideas of what can be done at Pott Shrigley for a very reasonable cost. • The PCSO has confirmed she will be a regular visitor to the school. • There had been a meeting in Cranage and training for Miss Smith for KS2 assessments, Miss Smith had also been to other schools. • Miss Smith was visited in relation to moderation by Julie Scorer who had come to look at KS1 and KS2; the visit was very helpful and confirmed the school is on the right lines. <p>Q: When will the assessment be done? A: 22nd June.</p> <p>There were no further questions arising from the Headteacher's report. Governors commended the school on the presentation and information given on the school website.</p>	

8	School Development Plan There was no update.	
9	External Adviser Reports There were no reports.	
10	Self Evaluation There was nothing further to report.	
11	Governor Development The Training Liaison governor asked that governors let her know of any training undertaken so that the training record can be kept current. An email had been sent to governors in May with an explanation of the training package; this will continue in September only if governors agree to purchase it through the ChESS offer.	
12	School Policies There are no policies for review at this meeting. Mr Winstanley explained that governors are obliged to provide a Best Value Statement every year; he had circulated an email to governors with a draft best value statement and asked governors to return any comments/suggestions on it to him.	All
13	Planned Residential Visits There is a visit next week; this has previously been approved.	
14	Meetings The date for the next meeting was confirmed as: 6 th July at 6.30pm.	
15	Any Other Business There was no other business.	
16	Impact Statement Impact to be reflected on at the next meeting.	

Signed:

Dated: