

**THORNDOWN PRIMARY SCHOOL  
& THORNDOWN PRE-SCHOOL  
Full Governing Body (Full GB)**

<b>Membership of the Full GB of Thorndown Primary School</b>			
Vicci Godbold	Head	Peter Smith	PS
Jane Ainscow	JA	Jon Lee	JL
Helen Cooper	HC	Rob Jagger	RJ
Claire Gerrard	CG	Jill Foster	JF
Frank Newton	Chair	Heather Wood	HW
Dawn Mills	DM	Cathy Sweet	CS
Derren Jones	DJ	Natalie Bates	NB
Andrea Dollard	AD	Richard Boughey	RB

**Minutes of the Full GB Meeting held on Thursday 8<sup>th</sup> October 2020 at 6:15pm**

<b>Order</b>	<b>Item</b>	<b>Action</b>	<b>Lead</b>
<b>1</b>	<b>Apologies for absence and declarations of interest</b>		
1.1	Governors Present: Vicci Godbold, Jane Ainscow, Helen Cooper, Claire Gerrard, Frank Newton, Derren Jones, Andrea Dollard, Peter Smith, Jon Lee, Rob Jagger, Jill Foster, Heather Wood, Cathy Sweet and Richard Boughey.		
1.2	Non-Governors present: Jenn Dover was present acting as clerk.		
1.3	Apologise for absence, with governors' consent, were accepted from: Dawn Mills. Absent: Natalie Bates		
1.4	The meeting was quorate with 15 governors present and with Frank Newton as Chair.		
1.5	Declarations of Interest: Rob Jagger's wife is employed by the school. There were no other declarations of interest by members of the GB in respect of any item on the agenda.		
<b>2</b>	<b>Minutes and action points from the last meeting held on 10th September 2020.</b>		
2.1	The minutes of the last meeting held on Thursday, 10 <sup>th</sup> September 2020 were read, approved and signed by the Chair as a correct record of the meeting.		
2.2	There were 2 action points from the last meeting. Of these 1 were completed, which included: <ul style="list-style-type: none"> <li>• AP2 - Clerk has organised a parent nomination and .3 nominations had been received. The Clerk has been advised by the LA that it is at the school discretion to complete an online ballot paper. <b>DECISION:</b> The GB agreed that the clerk can complete the parent ballot via Survey Monkey.</li> </ul>	<b>DECISION</b>	

Thorndown Governing Body Meeting: 08.10.2020

READ & AGREED AS A TRUE RECORD

..... (CHAIR)

2.3	<p>The following points were noted about the 1 remaining action points, including:</p> <ul style="list-style-type: none"> <li>• AP1 - PPA discussion in on the agenda for the November meeting.</li> </ul>		
<b>3</b>	<b>Head's Report</b>		
3.1	<p>Matt Sweeny shared a presentation on the ITT programme at Thorndown Primary School. This included a breakdown on how the course is structured, the process so far, and the next steps to be taken. MS informed the GB that partnerships links have been developed with other Cambridgeshire schools and MS is trying to broaden these links to include a range of Huntingdonshire and Cambridgeshire locations in the future. The Partnership schools have all signed the school agreement and MS has met with mentors in all the link schools. MS has attended school direct committee with university to discuss the progress of the scheme. The next steps of the scheme are to streamline the initial induction process including ensuring all logs in are available on the start date. An evaluation will take place in regards to the application and induction process.</p> <p><b>CHALLENGE:</b> RJ asked when the ITT students teach whether the mentor was present. MS replied that yes, but it is more of an informal observation not a structured observation. Structure:</p> <p><b>CHALLENGE:</b> RJ asked if the University had stipulated that students teach at two schools, to which MS said that the University had suggested a second school placement, however, it is at the University's discretion due to the current restrictions in schools.</p> <p><b>CHALLENGE:</b> RJ asked if the school knew why candidates have turned the scheme down, to which VG stated it was that other schools have offered the scheme as a paid training</p> <p><b>CHALLENGE:</b> JL raised that it was positive to hear of the good start to the scheme but wanted to know if the school could offer the scheme as paid, to which VG confirmed she couldn't at this time. She did state that if the University agreed to go down this route the school would support.</p> <p><b>CHALLENGE:</b> JA asked how MS could ensure that quality of mentoring is good as the other schools. MS said that this reinforces why it is important for him to visit these placements so he can ensure all the mentors have all the information and resources they need. MS has also met the head at these schools, and they are doing a joint mentor observation.</p>		
3.2	<p>Thanks were shared to MS for his presentation and his time to explain the ITT programme to the GB. There were no questions regarding VG report circulated with the agenda.</p>		
3.3	<p>VG shared a general update to the GB which included that the Health and Safety Executive are coming to visit the school on</p>		

Thorndown Governing Body Meeting: 08.10.2020

READ & AGREED AS A TRUE RECORD

..... (CHAIR)

	13 <sup>th</sup> October, despite it being an inset day to host the parent consultations. The Government have made it lawful for the school remote learning for any type of lockdown. The remote learning will take the form of 3 recorded lessons every day (2 core subjects, 1 other) to ensure parents and pupil can access resources at a convenient time for them. The remote learning policy will be sent to County next week for them to sign off.		
<b>4</b>	<b>Chair's Report</b>		
4.1	The Chair's report, and an amendment had been circulated prior to the meeting.  Grievance case – The Chair can't share details of the case currently as the GB need to remain impartial if a panel is required but the Chair wished to make the GB aware that the protocol was currently being followed.		
4.2	Funding arrangement – HC attended a presentation by Johnathon Lewis regarding the funding arrangement. HC wished to highlight that the pension and pay grant now goes into the school baseline funding. The funding is looking promising but the school was still receiving the minimum funding per pupil. There is still ongoing issues around the high needs block funding and HC had set aside £20,000 in the budget to reflect the current 20 EHCP in school. <b>CHALLENGE:</b> JL raised that this £20,000 was to contribute to the ongoing support for the children in school, not to assist with the deficit. VG raised concerns about the school being affected twice in regards to budgeting for the EHCP as well as any future top slicing that may take place. <b>ACTION:</b> FN to respond to this budget consultation on behalf of the GB and any comments from the GB should be sent to FN by 23 <sup>rd</sup> October.	<b>FN</b>	<b>Oct 20</b>
4.3	Pay Scale - FN ran through the recommendations contained within the previously circulated report. He stated that these had the support of the Chair of the Personnel Committee. The meeting approved the recommendations contained within the report. <b>CHALLENGE:</b> JL raised whether the school had budgeted for the pay increases at the suggested levels. HC confirmed that the school had budgeted for only a 2% pay increase but the school should be receiving the teacher pay funding.		
<b>5</b>	<b>Committee terms of reference</b>		
5.1	Finance and premises: These were circulated prior to the meeting and Agreed by the GB.		
5.2	Learning and development: These were circulated prior to the meeting and Agreed by the GB.		
5.3	Personnel and salaries: These were circulated prior to the meeting and Agreed by the GB.		

Thorndown Governing Body Meeting: 08.10.2020

READ & AGREED AS A TRUE RECORD

..... (CHAIR)

<b>6</b>	<b>Committee reports from the meetings held on the 24<sup>th</sup> September 2020</b>		
6.1	Finance and premises: JL amended some wording on the minutes, via the clerk, prior to the meeting. CS requested that AP1 be moved to the confidential minutes. VG and HC have been in discussion with kingfisher club staff regarding low numbers and more information regarding the outcomes will be shared at the next finance committee.		
6.2	Learning and development: JA highlighted what was covered in the meeting. VG informed the GB that a trial parents evening with a parent had taken place and it was very successful.		
6.3	Personnel and salaries: The committee mainly discussed staff pay and performance managements.		
<b>7</b>	<b>Co-opted governor vacancies</b>		
7.1	There were no further developments regarding filling the current co-opted vacancies. VG had not heard from St Ivo regarding any suitable candidates. Other members of the GB had not raised any nominations as yet, but were pressed to send any nominations they may have to FN.		
7.2	This agenda item was a confidential.		
<b>8</b>	<b>Governor visit schedule</b>		
8.1	This has been circulated prior to the meeting and it has been discussed in length in the learning and development committee. It was decided that to ensure all the governor visits take place NB name would be removed from a visit. Some governors nominated themselves for visits and JA will circulate the final document.		
<b>9</b>	<b>Standing items</b>		
9.1	Safeguarding review – <b>ACTION:</b> AD is to book a date in November to complete a visit.	AD	Nov 20
9.2	Governors visits - This has been discussed in agenda item 8. FN asked if VG was happy for governors to visit the school, to which VG stated that if face covering are worn and social distancing guideline are observed then governors can attend school.		
9.3	Pre-school – Observations have taken place and progress is good.		
9.4	Feedback from training – The update from county regarding the budget had been shared in agenda item 4.  Report from parent forum – This is delayed due to the		

Thorndown Governing Body Meeting: 08.10.2020

READ & AGREED AS A TRUE RECORD

..... (CHAIR)

9.5	practicality of the event in the current circumstances.		
9.6	Kingfisher club - An update had already been shared in agenda item 6.		
<b>10</b>	<b>Any other business</b>		
	None		
<b>11</b>	<b>Summary of impact and standards on progress</b>		
11.1	<p>The GB agreed that, to further school improvement, the meeting had achieved the following:</p> <ul style="list-style-type: none"> <li>• GB have a fuller understanding of how the ITT training is taking place and how the assistant head is moving the programme forward.</li> <li>• GB had been briefed and understood the impact of the latest budget consultation and the impact this will have on funding going forward especially in regards to the SEN funding.</li> </ul>		

The meeting closed at 19:36

**Summary of Governing Body Action Points -**

<b>FGB</b>	<b>Action Point</b>	<b>By Whom</b>	<b>Outcome</b>
AP1	2.3 PPA discussion in on the agenda for the November meeting.	Clerk	Nov 20
AP2	4.2 FN to respond to this budget consultation on behalf of the GB and any comments from the GB should be sent to FN by 23 <sup>rd</sup> October.	FN All	Oct 20
AP3	9.1 AD is to book a date in November to complete a visit.	AD	Nov 20

Thorndown Governing Body Meeting: 08.10.2020

READ & AGREED AS A TRUE RECORD

..... (CHAIR)