

## Grade Ruan C of E School LGB meeting

Minutes of a collaborative meeting held on Thursday 26<sup>th</sup> November 2020

at 4.15pm via Google Meet

*(\*4:15 for Grade Ruan, 4:30 for both schools, then the last 15 minutes for Landewednack)*

<p><b>1. <u>ATTENDING</u> :</b></p> <p><b>Landewednack</b> Elaine Broscomb Lynne Chandler (Vice Chair) Rachel Holder (Chair) Louise Jones (Head teacher) Alix Lord Alison Newman</p> <p><b>Grade Ruan C of E</b> Lynne Chandler Nicky Johnson Alix Lord Louise Jones (Head teacher) Wayne Randle</p> <p><b>In Attendance:</b> Pat Nicholas, Clerk Alan Hinchliffe, Linked Trustee</p>		
<p><b>2. <u>APOLOGIES</u> :</b></p> <p>Received and accepted from Phil Burgess.</p>		
		<b><u>ACTION</u></b>
<b>3.</b>	<b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
	Staff governors declared an interest as paid members of staff. No new interests were declared.	

4.	<b><u>MINUTES FROM THE 24.9.20 MEETING AND MATTERS ARISING (not on this agenda)</u></b>	
	The minutes from the meeting held on Thursday 24 <sup>th</sup> September 2020 were agreed as an accurate record, and would be signed (at the earliest opportunity) by the Chair.	
5.	<b><u>FEEDBACK FROM THE TRUST BOARD</u></b>	
	<p>Mr Horne updated the governors on the latest Trust Board and Standards Committee meetings.</p> <ul style="list-style-type: none"> <li>• Trustees wished to express their appreciation of the work carried out in school by all staff.</li> <li>• The difficulties for local governors in carrying out monitoring visits was recognised by the Trustees. However, they should be taking place, particularly safeguarding, in order to reassure that the safeguarding procedures were in place for each of the schools.</li> <li>• Trustees had considered an analysis of future numbers of pupils, and were ready to plan accordingly.</li> <li>• Governor recruitment was discussed; there were few candidates but the pen portraits showed that there were excellent people coming through.</li> </ul> <p>Ms Holder thanked Mr Horne for his report.</p>	
6.	<b><u>FEEDBACK FROM THE FORUM</u></b>	
	NA.	
7.	<b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></b>	
	<p>There were no newly appointed governors since the last meeting.</p> <p>Governors recognised that there was a need to recruit parent governors and discussed potential candidates.</p>	
8.	<b><u>HEADTEACHER'S REPORT – verbal update</u></b>	
	<p>A report was circulated ahead of the meeting.</p> <p>The main points discussed were;</p> <ul style="list-style-type: none"> <li>• Preparation for a SIAMS visit was a priority. The school was actively looking to recruit a new foundation governor.</li> <li>• The breakfast club had been closed due to low numbers. The closure followed a period of consultation. The local nursery were now providing a breakfast club facility in the village.</li> </ul> <p>Q: How has the school coped with the internet issues?</p> <p>A: Richard Lawrence, the Trust DEL had been giving support. The school server was reaching the end of its useful life, and the school was likely to be the first in the Trust to move to a cloud based storage system.</p> <p>Q: What was the latest information on class sizes?</p> <p>A: There were 12 children due to start in Reception in Sept 21; however the three class structure would remain.</p>	

	<p>Q: Were the staffing arrangements working well in the EYFS/KS1 class?</p> <p>A: This was a class share with two teachers and 3 TAs. It was working well. A wall had been removed which had created a useful working space.</p> <p>Q: Had the website been updated?</p> <p>A: Some of the PE information was out of date, but Mrs Jones would be updating the Pupil Premium and Sport Premium information in the coming week.</p> <p>Ms Holder thanked Mrs Jones for her report.</p>	
<b>9.</b>	<b><u>SAFEGUARDING (GOVERNOR'S) REPORT</u></b>	
	Mrs Jones and Mrs Johnson had held a safeguarding meeting over the phone. There were no significant safeguarding issues to report.	
<b>10.</b>	<b><u>HEALTH &amp; SAFETY UPDATE</u></b>	
	There were no issues to report.	
<b>11.</b>	<b><u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u></b>	
	Deferred to the next meeting.	
<b>12.</b>	<b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b>	
	NA	
<b>13.</b>	<b><u>FOCUS ITEMS AND UPDATES</u></b>	
	<ul style="list-style-type: none"> <li>Operational risk register – Covid19</li> </ul> <p>The operational risk register was reviewed and updated every week, and was available to governors on the Google drive.</p>	
<b>14.</b>	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>	
	<ul style="list-style-type: none"> <li>Mrs Johnson had taken part in Mrs Jones' Head teacher performance management review.</li> <li>Mrs Johnson attended the Trust's 'Role of the Chair' training on the 11<sup>th</sup> November.</li> </ul>	
<b>15.</b>	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>	
	None.	
<b>16.</b>	<b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>	
	None.	
<b>17.</b>	<b><u>DATES OF FUTURE MEETINGS</u></b>	
	<p><b>Thursday 25<sup>th</sup> February 2021</b> - This will be another collaborative meeting starting at 4.30pm.</p> <p><i>(*4:30 for Grade Ruan, 4:45 for both schools, then the last 15 minutes for Landewednack)</i></p>	

Governors wished to record their thanks to the staff for their hard work.	
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Trust Board meetings for 2020 – 2021	
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| <ul style="list-style-type: none"><li>• 22<sup>nd</sup> October 2020</li><li>• 28<sup>th</sup> January 2021 (AGM followed by Trust Board)</li><li>• 18<sup>th</sup> March 2021</li><li>• 13<sup>th</sup> May 2021</li><li>• 8<sup>th</sup> July 2021</li></ul> |  |
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**The meeting concluded at 5.30pm**

**SIGNED:**

**DATED:**