

Beenham Primary School, Full Governing Body meeting

26 April 2023, 7pm

Held via Teams

Minutes

Present: James Tobin (JT) (Chair), Amy Donnelly (AD) (Headteacher), Padraig O'Hannelly (POH), Sophie McBean (SM), Daniel Brooks (DB) (Vice Chair), Jon Hewitt (JH), Vicky Thirkell (VT),

Apologies: Kirsty Clarke (KC)

Absent:

In Attendance: Emma Smith (ES) (clerk), Bev Sharp (BS) (School Finance Officer)

The meeting started at 7.05pm

JT thanked everyone for attending.

It was noted that the item "on the safeguarding incident" had been removed from the agenda as the incident was not a safeguarding issue.

Item no		
1	<u>Apologies for absence</u> KC – family commitment – apologies were accepted	Chair
2	<u>Declarations of Other Business</u> - One AOB (Part II) confidential item (see item 6ii)	Chair
3	<u>Declaration of Interests</u> [AD and SM have a conflict of interest for the confidential item]	Chair
4	i) <u>To approve the minutes of the last meeting held on 29 March 2023</u> <u>- see "Doc 1_FGB meeting 29 March 2023 Minutes_Draft"</u> Item 5 (12) – POH corrected that he and AD had already had a safeguarding meeting, but that he hadn't yet completed a written report to present. Action: ES to correct the minutes from 29 March to this. Subject to this amendment, the minutes of the meeting on 29 March 2023 were approved as a true and accurate record.	Clerk/Chair
5	<u>Matters Arising from the last meeting held on 29 March 2023</u> (5) Action: Link gov reports for and visit reports -for May meeting. (14) Action: AD to arrange working party meeting for IT hardware planning. (15) Action: AD to consider most beneficial focus, considering SDP, for governor monitoring visits and FGB agenda-setting - for May FGB meeting.	Chair

	(11) Action: POH to update Safeguarding checklist report for May FGFB meeting	
6	<u>Finance Update –</u> i) <u>Budget Scenarios -Part II(confidential) item</u> See “Doc 2_FGB meeting 26 April 2023 Part II(CONFIDENTIAL) Minutes_Set1” JT asked AD to let staff know that governors are available if they have concerns or wish to discuss the matter. JT thanked AD on behalf of the FGB for all her work for the school. JT thanked AD, SM and BS for joining the meeting. [7.55pm BS left the meeting. Due to a conflict of interest for following leadership structure discussions, SM and AD left the meeting at 7.55pm] ii) <u>Leadership Structure: PART II (CONFIDENTIAL) item –</u> - See “Doc 2_FGB meeting 26 April 2023 Part II(CONFIDENTIAL) Minutes_Set2”	AD and BS
8	<u>Inventory update</u> See “Doc 2_Signed Inventory” and “Doc 3 _Query Items - Disposal Items” and “Doc 4 _IT Inventory” Due to time limitation, this was postponed to the May FGB meeting – as not yet considered by FGB	JT
11	<u>Safeguarding Report</u> Due to time limitation, this was postponed to the May FGB meeting	Safeguarding governor
12	<u>Link Governor Meeting Reports (Maths, Science, English, Art/Design, Wellbeing)</u> Due to time limitation, this was postponed to the May FGB meeting	DB, KC, JH, VT
13	<u>Governor Visit Reports</u> Due to time limitation, this was postponed to the May FGB meeting	All
18	<u>Policies for review/approval:</u> i. Online Policy See “Doc 5_Online Safety Policy April 2023” Due to time limitation, this was postponed to the May FGB meeting	Clerk/ HT
19	<u>Chair’s notices</u> None for this meeting	Chair
20	<u>Clerk’s notices</u> None for this meeting.	ES
21	<u>AOB</u>	
22	<u>DONM:</u> Extra meeting 4 May 2023 – for staffing matter decision. Next meetings: 24/5/23, 7pm, via TEAMS 7/7/23, 10am (preceded by school visit)	

The meeting ended at 8.30pm

List of Actions from the Meeting:

Item No.	Action	Action For:
4	i) ES to correct the minutes from 29 re Safeguarding meeting	ES
5 (5)	Link gov reports for and visit reports -for May meeting.	All link govs
5 (14)	AD to arrange working party meeting for IT hardware planning.	AD
5 (15)	AD to consider most beneficial focus, considering SDP, for governor monitoring visits and FGB agenda-setting - for May FGB meeting.	AD
5 (11)	Safeguarding checklist report for May FGFB meeting	POH