

ASTON-ON-TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON TUESDAY 2 MAY 2023 AT 5PM

20/23

PRESENT

Mr C Jones (Chair)
Mrs M Sims
Mr A Cooper

Mrs C Coles
Mrs C Delehanty

Mr S Moore
Mr M Dunn

Clerk: Mrs J Abbott - by invitation

As Mr Jones was arriving late, Mrs Coles took over as Chair.

21/23

APOLOGIES

Apologies were received from Mrs Graham, Mr Bamford and Mr Wheeler. These apologies were accepted.

22/23

DECLARATION OF BUSINESS/PERSONAL INTERESTS

There were no Declaration/Personal Interests to declare.

23/23

MINUTES OF THE MEETING OF 28 FEBRUARY 2023

The minutes of the meeting held on 28 February 2023, were unanimously approved and signed as a true and accurate record of the meeting.

24/23

MATTERS ARISING FROM PREVIOUS MINUTES

14/23 Policies – Behaviour – All children know which house they are in.

All staff are happy to continue with the way the Governor voucher system is used in recognition of good work. It was agreed that each class would confirm a certain curriculum area i.e. writing. Mr Moore will confirm in September the area of the curriculum chosen by each class.

16/23 Attendance at Parish Council Meeting – this meeting went well. Mr Moore will attend again next year reflecting on this year.

Mr Jones arrived (6.10pm) and took over as Chair.

18/23 - Strategic plan – A face to face meeting has been agreed for Monday 22 May. Mr Moore will email Mr Jones with ideas to be incorporated in the plan.

25/23

COMMITTEE REPORTS

Teaching & Learning – 6 March 2023

The following was discussed: -

- Class Governor
- Governor prizes
- Staffing update
- Update on SIP
- Update on T&L plan – Miss Davis and Mr Bamford
- Performance Management
- Children's wellbeing
- Governor/Subject Leaders curriculum
- Policies – British Values and Extra Curriculum Activities
- There have been many changes to the curriculum and a pace has been set not to overwhelm staff, so everyone is working together.

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The minutes of the meeting held on 6 March were unanimously agreed.

Resources – 27 March 2023

Mr Jones thanked Mrs Graham for typing the minutes.

The following was discussed:

- Website
- SENCO training
- Fire safety
- Caretaker
- Budget Annex 1 and Annex 5
- Personnel matters
- Premises update
- Premises quotations
- Inventory updates
- Policy approval – physical intervention

Mr Jones mentioned that the budget is looking healthy and that the carry forward was higher than expected due to expenditure for work agreed but not completed in the last financial year.

The carry forward from 2022/23 was £215.7k. The budget share for 2023/2024 is £811.5k with total committed expenditure of £940.9k leaving a carry forward into 2024/2025 of £86.6k and a carry forward into 2025/2026 of £57k. A good stable position. The Annex 1 and Annex 5 were approved.

The minutes of the meeting held on 27 March were unanimously agreed.

Mr Moore mentioned that there are 30 children in the reception class for September 2023 with 12 children on the waiting list.

Q. A Governor asked whether a person needed to be taken on to oversee all the changes and projects taking place at the present time.

A. Most of the hard work has been completed and projects can be added to the strategic plan.

26/23

PREMISES UPDATE

- Entrance corridor has been repainted.
- Damp has been sorted out and repainted
- KS1 entrance repainted
- KS2 entrance repainted over half term
- New carpet
- ECO garden – work over Easter to replace roof and re-felted. Next week guttering for the water butt, new shed, new flower beds and fishpond. Derbyshire Wildlife Trust should be on site in about a weeks time so hopefully work should be completed by September 2023. Depending on how much money is left over, other activities will be organised for the children.
- EYFS Canopy - work to start on Thursday. Derbyshire surveyor cost £3.5k for planning and building control which includes drawings and planning permission

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application. DCC have now raised an order for the canopy so hopefully this should be complete before September. The quote for the canopy has expired so this will need to be requested.

- Three quotes for the ceiling will go back to Resources. Hoping to act on quotes retrospectively. £9k quoted by external contractor with DCC quoting £11k.
- Painting hall DCC £7.5k, another quote £2.5k. The usual painter does not have scaffolding.
- Lighting - to change all lighting to LEDs. The lighting team will work alongside the ceiling workmen. A bid has been made to EMA. The lighting will cost around £12k.

Q. A Governor asked if the ECO garden was situated at the right of the gates.

A. Yes surrounded by a willow fence.

27/23

HEADTEACHER'S REPORT

Mr Moore highlighted areas of his Headteacher's report.

Staffing – Mrs Shacklock will be taking her DSL training in the summer term. The safeguarding one-page document will be added to the Governor Induction pack.

Attendance – Spring Term – Attendance is lower than before Covid as there are a few children who suffer from anxiety.

Q. A Governor asked if this was a trend across other schools.

A. Mr Moore will ask other schools in the cluster and report back.

Parents meetings – A Governor mentioned that he was challenged whilst attending the parent meetings by the cleaners to see if he knew where he was going. This was good practice as it reinforced safeguarding within the school.

SEN – There is a need for additional hours in Y1 next year. These have been factored into the budget.

Staffing – Miss Davis and Mr Bamford have passed their NPQLT and Mr Moore has 10 days to complete his NPQH assignment.

DBS checks - All staff are currently undertaking fresh DBS checks.

French – a new member of staff is required to oversee French when Mrs Burton retires.

Maths – Mr Bamford has undertaken a learning walk Mr Wheeler.

Curriculum – the curriculum is in a good place at the present time.

Performance Management - Clare Hodson-Walker has now left her role at DCC and is now working for a Trust in Burton. The new SLO is Rachel Payne who will visit at the end of June.

Q. A Governor asked if Rachel Payne was new to the role

A. I don't think so.

Behaviour policy – Governors discussed a way of conveying the new policy to parents. It was agreed that a short video would be beneficial rather than a meeting or powerpoint presentation. This policy has been well received by parents and staff.

Music – the Music Partnership will continue again next year. A trip to see the Halle orchestra has been organised again this year.

ASPA – Book fair. A total of £700 has been raised from the book fair. Thanks to ASPA.

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POLICIES

- (i) Child on Child Abuse – agreed
- (ii) Safeguarding – agreed
- (iii) Governor's use of personal data – agreed
- (iv) Behaviour – Pastoral care needs slight amendment - agreed
- (v) Expectant Mothers – a Governor mentioned that this policy did not relate to staff within a school setting. Mrs Abbott is to contact DCC to see if this policy is relevant to schools.

29/23

GOVERNOR CURRICULUM REPORTS

The following reports will be presented to the meeting in July.

- Mr Dunn - Geography/IT
- Mrs Coles - Safeguarding/EYFS
- Mrs Delehanty - English
- Mr Wheeler - Maths/RE
- Mr Jones - French
- Mrs Graham - Premises/H&S
- Mr Cooper - Science/History
- Mrs Sims - SEN/PSHE

30/23

CHAIR'S CORRESPONDENCE

(i) Letter of resignation received from Mrs Burton. Mr Jones to respond. Mrs Burton will be finishing her role within school at the end of the summer term with a leaving assembly and returning on a supply basis to cover Miss Davis's maternity.

31/23

IDENTIFICATION OF CONFIDENTIAL ITEMS

32/23

OPENING OF SATS PAPERS - 9AM

Mrs Delehanty will oversee this but will email other governors if there is a date, she cannot attend.

33/23

WHAT HAVE WE ACHIEVED TONIGHT THAT WILL MAKE A DIFFERENCE TO THE PUPILS

- Budget - investment in the school
- Staffing
- Behaviour policy "the Aston Way"

34/23

DATE OF NEXT MEETINGS

- T&L – 6 June at 5pm
- Resources – 12 June at 5pm
- Full Governors 3 July at 5pm
- T&L – 10 July

The meeting closed at 6.45pm.