

ASTON ON TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON MONDAY 1 MARCH 2022 AT 5 PM
THROUGH MS TEAMS

01/22 PRESENT

Mr C Jones (Chair)	Mrs C Coles	Mrs L Kalirai
Mrs A Donaldson	Mr H Wheeler	Mrs M Sims
Mrs V Graham	Mrs C Delehanty	Mr M Dunn
Mr S Moore - observer		

Clerk: Mrs J Abbott - by invitation

Mr Jones welcomed Mr Dunn, the new co-opted Governor and everyone to the virtual meeting.

02/22 APOLOGIES

Everyone present.

03/22 DECLARATION OF BUSINESS/PERSONAL INTERESTS

Staff members will leave the meeting when the confidential item is discussed.

04/22 MINUTES OF THE MEETING OF 22 NOVEMBER 2021

The minutes of the meeting held on 22 November 2021, were unanimously agreed as a true and accurate record of the meeting.

05/22 MATTERS ARISING FROM PREVIOUS MINUTES

78/21 52/21 LA Governor – Mrs Graham has now officially been appointed as an LA Governor for a further 4 years. **This was unanimously agreed.**

Q. A Governor asked about the number of children starting in September 2022.

A. Mrs Kalirai mentioned that the 30 places should be filled.

Q. A Governor asked if the after-school clubs have increased in membership.

A. Numbers are still low. After a discussion, it was agreed to send information out to parents to promote the clubs.

86/21 Strategic plan – a meeting will be organised after the Easter holidays. Mr Jones will circulate a date.

Q. 81/21 A Governor asked for clarification to the question regarding absences reported at 6.6% excluding covid when the Attendance policy mentions 96% for the last 3 years.

A. Mrs Kalirai mentioned that the 96% attendance was a 3-year average.

06/22 REPORT FROM TEACHING & LEARNING – 31 JANUARY 2022

Mrs Coles apologised for the late minutes and reported that the following had been discussed:-

(i) Recommendation to Resources.

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- (ii) Review of Booster groups Y6.
- (iii) Wish list – ASPA have identified three areas where they could support; World Book Day, a themed day later in the year and funding towards a large project for EYFS with outdoor learning.
This project is at present being costed by DCC and also whether bids can be obtained.

The minutes were unanimously agreed.

07/22 REPORT OF RESOURCES COMMITTEE 7 FEBRUARY 2022

Mrs Graham reported that Mr Dunn has joined the Resources committee.

- (i) The telephone system had been upgraded and is working well.
- (ii) Budget remains healthy at the end of the financial year.
- (iii) Not much catch-up funding left.
- (iv) H/T resignation discussed.
- (v) New caretaker appointed.
- (vi) Tree work has been completed as per the tree survey.
- (vii) Fascias and guttering – this will start shortly.
- (viii) KS1 toilets – these are scheduled for the Easter holidays.
- (ix) MDS post to be advertised as soon as possible.

The minutes were unanimously agreed.

Q. A Governor mentioned whether the bat survey has been completed.

A. Yes, the survey has taken place and a bat box will be permanently situated in the grounds as advised by the ecology expert.

Q. A Governor asked whether there was an update on the kitchen work.

A. No, nothing at present.

08/22 OFFICE APPOINTMENT

The SBA's hours will increase to 22 from 1 April 2022.

Q. A Governor asked is the office always manned.

A. Yes between 8.30 am - 4.30pm.

Mrs Kalirai explained how the new telephone system operated and the picking up of messages. If any suggestions are made from parents to improve the system, please let Mrs Kalirai know.

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09/22 SFVS

This document was discussed at the Resources committee. Governors unanimously agreed this document.

10/22 ASPA

ASPAs wish list:-

- (i) World Book Day
- (ii) ASPA Day – options being discussed include circus skills with parents coming into school – Summer term. Animals in school.
- (iii) EYFS outdoor area refurbishment project. DCC to provide breakdown of costs i.e. fencing, play area etc.

11/22 GOVERNOR COMMUNICATION

As things are gradually returning to normality after Covid, Mr Jones will write a Governor newsletter around Easter. If any Governor have any suggestions they would like to see included, please email Mr Jones.

12/22 GDPR

Nothing to report.

13/22 POLICIES

- (i) Governor handbook/induction pack/index.
It was felt that the handbook was good but new governors did not know what documents were priority. Format and ease of accessibility will be looked into. Mr Dunn, Mrs Delehanty and Mrs Abbott to agreed format. Agreed.
- (ii) Extremism & Radicalisation – Agreed
- (iii) Separated Parents policy has been withdrawn.

14/22 GOVERNOR TRAINING

No training has taken place since the last meeting in November. Mr Jones will email the updated training bulletin. If any Governor wishes to attend any of the courses, please contact Mrs Smith at school.

15/22 ATTENDANCE AT THE PARISH COUNCIL MEETING

This meeting will be on 5 April at 8pm at the Recreational Centre. Mrs Delehanty, Mr Jones and Mr Wheeler will attend.

Q. A Governor asked whether any knew about the zig zag lines that have been painted on the road outside school.

A. No.

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In the long term the zig zag lines might help with traffic and also emergency vehicles can access school. A Governor suggested perhaps having a moulded boy and girl outside the school gates so those road users who are unfamiliar with the area are reminded that they are near a school.

16/22 **CONFIDENTIAL**

17/22 **DATES OF NEXT MEETINGS**

- T&L – Monday 7 March – this date has been cancelled and an alternative date will be emailed out.
- Resources – Monday 14 March at 5pm
- Full Governors – Monday 25 April at 5pm – face to face but situation will be monitored.

The Chair thanked everyone for their feedback.

Mr Moore and Mrs Donaldson left the meeting as the Headteacher vacancy was discussed - 5.50pm.

18/22 **CONFIDENTIAL**

The meeting closed at 6.30pm.