

ST MARGARET'S CE JUNIOR SCHOOL

DRAFT MINUTES OF ST MARGARET'S CE JUNIOR SCHOOL LGB MEETING HELD ON
WEDNESDAY 15 JULY 2020 AT 10AM
VIA MICROSOFT TEAMS

PRESENT: Joe Ennis, Christopher Harvey, Chrissy Hornby (Co-chair), Gill Mond, Anna Pattenden (HT), Chloe Palmer, Emma Perkin, Laura Probert (Co-chair), Damien Welch

IN ATTENDANCE: Natalie Hobbs (MAST Clerk), Hilary Sanders (MAST CEO)

Item	Main discussions and agreed actions	
1	Opening Prayer A Governor opened with a prayer.	
2	Apologies for Absence (accepted / not accepted) Apologies were received and accepted from Ann Critchley. All other governors were present. Confirmation of Quorate Quorum is 3 or 1/3 (one third) of the number of appointed governors, whichever is highest. The meeting was quorate.	
3	Declaration of Business Interests There were no new declarations of business interests.	
4	Governing Body Membership The Co-chair confirmed that they had received a resignation letter from one of our Governors (JE), effective 16 July 2020, that she was happy to share with the LGB. This was sad news. The Co-chair confirmed the LGB would be recruiting a replacement Governor as soon as was practical (to start from September).	
5	Chair's Correspondence The Co-chair confirmed they had received a letter from the LA thanking HTs and staff for their hard work during Covid-19. This letter was shared with Governors in advance of the meeting. There were no questions.	
6	Approval of minutes from last LGB meeting held on 23 January 2020 Supporting docs: Previous Board Meeting Minutes 23 January 2020 The minutes of the previous meeting on 23 January 2020, were approved as an accurate record by the Co-Chair.	
7	Headteacher Report on COVID-19 The HT provided a verbal Report on the school's actions during Covid-19 at the meeting. The following points were highlighted. <ul style="list-style-type: none"> - There have been 5 staff 'shielding' in Years 3, 4 and 5. Those staff have been planning the remote learning for the children. - 70 Year 6 children have returned - 40 Keyworker/ Vulnerable children have been attending school <p>All staff have been phenomenal and have worked tremendously hard, during this difficult time either planning remote learning, teaching in a different year group and most importantly making children feel safe.</p> <p><i>A Governor commented that as a parent, the feedback she had from her children was that they had felt safe and were not scared.</i></p> <p><i>Another Governor commented that he had been impressed by the remote learning being provided for children who are not in school.</i></p> <p><i>Another Governor commended the remote learning and how collaborative it had been, encouraging the continuation, remotely, of the children's friendship groups .</i></p>	

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	<p>The LGB gave their thanks to the HT and staff for their hard work.</p>	
8	<p>Finance Update</p> <p>The CEO gave a verbal update on the budget approval. The budget build had started with the school having an in-year deficit of £55k. This was due to rising costs, with increased NJC salaries as well as teachers' pay increases. The CEO confirmed that the school was slightly overstaffed for September however we are waiting for news on the Catch-up funding from the Government to be announced. When the budget was first built, schools had not been told if they were to receive the Teachers' Pension Grant this year. This has now been confirmed, although not to what extent, so modelling has been undertaken by the CFO and this has achieved a balanced budget for the school, although it is extremely tight. This was approved last night by the Board.</p> <p>Additionally, the school's request for new laptops and whiteboards has been approved by the Trust Board.</p> <p>The CEO commended the HT and Finance Manager on their hard work to set the budget. She also confirmed that the Sports Premium has been agreed with no changes for next year.</p> <p><i>A Governor asked if it had been confirmed that the PPG would not be clawed back?</i> The CEO responded that the Trust had not received confirmation of this but if that was the case the Trust had evidence to prove the support given by the schools to PP children throughout lockdown.</p> <p>The CEO confirmed the school had been successful in its CIF bid for the roofing works, to an amount of £200k and this work would be commencing over the summer and last until the end of October. The H&S Governor offered his support in the work with regards to checking paperwork, etc. The CEO and HT accepted his offer with thanks.</p>	
9	<p>Plans for the new school year</p> <p>The HT outlined her plans for the next academic year. In line with risk assessments, plans have been made for all children to return in September. The HT outlined plans for each year group's entry and exit of the building, how they would sit in class, and arrangements for breaktimes including lunch.</p> <p>In terms of the new Year3s, picnics had been arranged with the Infants school so that they could meet their new teachers. The Staff Governor confirmed that whilst the secondary schools had been responsive on email, they had not arranged to come and meet the Year6 children.</p>	

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	<p>A Governor asked if the school had been able to organise 'special' activities for the Year 6 Leavers. The HT confirmed that several activities had indeed taken place to mark their last days at St Margaret's.</p> <p>A parent governor noted that some parents were already liaising with the Senior schools.</p>	
10	<p>Meetings for Academic Year 20/21 Prior to the meeting, the Clerk had provided the Co-chairs with availability from September for the LGB meetings. The Co-chairs had considered this information in consideration of the number of governors who work during the day and have chosen to hold meetings on Wednesday evenings at 6 – 8pm from next term. The Governors agreed. The Co-Chair confirmed she would circulate the full list of dates after the meeting.</p>	
11	<p>Date of next meeting The next LGB meeting will take place on Wednesday 30 September 2020 at 6pm. This may be a virtual meeting but will be confirmed nearer the time.</p>	
12	<p>AOB The LGB thanked JE once again for his hard work and dedication to the school over the last 26 years. It was agreed that he would be sorely missed both as a Governor and as a volunteer (listening to reading).</p>	
13	<p>Confidentiality i. Of supporting documents The Board agreed that the supporting documents were suitable for distribution, within the Trust.</p>	
	<p>The meeting closed at 10.40</p>	

Action Points

Co-chair	10	Co-chair to circulate dates of future meetings
Clerk		To contact Governor who was unable to establish link to this virtual meeting.