

MINUTES OF THE VIRTUAL FULL GOVERNING BODY MEETING BURGHFIELD ST MARY'S (CONTROLLED) PRIMARY SCHOOL Monday 11th May 2020

Chair for this Meeting:	Joanne Lambdon (JL)
Clerk:	Susan Cherry (SC)
Meeting held at:	Burghfield St. Mary's School, 11.00 am
Present:	Antony Gallagher (AG), Geri Briggs (GB) (Left Item 11.b at 12.27pm), Karen Carmichael (KCA), Steve Dunham (SD), Dave Godwin (DG), Craig Hudson-Peacock (CHP), Carole Jackson-Doerge (CJD), Joanne Lambdon (JL), Ruth Leuillette (RL) (Left the Meeting Item 11 at 12.27 pm), Deborah Marsden-Kwan (DMK) (joined the Meeting at 3.b at 11.10 am), Lenice Prosser (LP) (Left at Item 9), Colin Thompson (CT).
In attendance:	Susan Cherry (SC) and Mari Agarwal, Business Manager (Left the Meeting at the end of 3.b at 11.30 am)

The meeting was quorate.

Agenda Item	Key Points.	Action
1.	<p>Opening Prayer and apologies. The Meeting was held by prior agreement via the Zoom platform. A Foundation Governor led the other Governors present in the opening prayer. Apologies were offered and accepted from Anthony Dench. Deborah Marsden-Kwan had indicated she would be late joining due to a power cut at her current location.</p> <p>Q: The Chair asked if the Governing Body needs to adopt the Virtual Governance Policy previously issued. A: The Headteacher said he would prefer to do so so clear guidance is available to the Governing Body and Clerk.</p> <p><u>Governors ratified the Virtual Governance Policy.</u> <u>The Clerk will update the Policy Review Cycle.</u></p>	Clerk
2.	<p>Declaration of Pecuniary Interests. <u>2.a Declaration of Pecuniary Interests.</u> No new Pecuniary Interests were declared.</p> <p><u>2.b Conflicts of Interest in any Agenda Item.</u> There were no conflicts of interest in any Agenda Item declared.</p>	
3.	<p>2019-2020 Year-End-Report. Ratify new Budget. PPG Funding. Sports Funding. DFC. 3 Year Forecast. Capital Spend (Business Manager). The Finance Committee Meeting scheduled to take place on 28th April and the FGB set for 29th April had not met due to the pandemic.</p>	

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West Berkshire had advised approval of the Budget Plan for 2020-2021 and the 3 year Strategic Plan could be delayed until the end of May. The Business Manager had uploaded various Budget Reports to the website.

3.a 2019-2020 Year End Report Main School Budget.

The Business Manager shared her Year-End Report on the screen.

On page 2, the first column shows the original Budget, the second the Actuals and the third the Over or Under-spend.

The figures below correspond to the presentation entitled “Year End Results FY 19/20” delivered by the Business Manager. The numbers shown are in thousands with a negative a surplus and a positive a deficit. At the bottom the In-Year balance and the Carry Forward balances appear.

The full, un-rounded numbers are available in the enclosed documents that were made available to Governors online prior to the Meeting.

The closing balance to Carry Forward in the original Budget was predicted to be a surplus of approximately £33,000.

The closing balance to Carry Forward as at period 13 is a surplus of approximately £35,000.

The school is therefore in a better position financially than anticipated.

There was an increase in in-year funding by £1,200. Also, the additional Government funding for the teachers’ pay award for September 2019 was in excess of Budget.

Teaching costs were below Budget due to staffing changes and a decrease in one teacher’s FTE from 1.0 to 0.9. Support staff costs rose following increased TA hours, one TA becoming an HLTA and one more pension scheme enrolment. In total, staff costs were marginally below Budget though they still make-up the most significant proportion of costs overall.

Following a decrease in census date Infant meal uptake, there was a clawback of the UIFSM Grant for the year. However, a supplementary meal Grant was announced to fund the increase in the number of pupils eligible for FSM following the introduction of Universal Credit, reducing the impact of the clawback.

There was also a rise in Property costs due to an increase in unplanned repairs and planned preventative maintenance work.

PPG.

The closing balance to carry forward in the original Budget was predicted to be a surplus of approximately £33,000.

As at period 13 this is a surplus of approximately £35,000.

This is a result of a minor increase in extra-curricular activities costs and increased Support Staff costs; Support staff costs rose following increased TA hours, one TA becoming an HLTA and one more pension scheme enrolment as discussed above.

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Sports Premium Grant.

The closing balance to carry forward in the original Budget was predicted to be a surplus of approximately £5,000.

As at period 13 this is a surplus of approximately £7,000.

No swimming lessons took place this term and the purchase of the outdoor gym equipment has been delayed until the next financial year.

Main Revenue Budget.

This is the total of all 3 above funding streams.

The closing balance to carry forward in the original Budget was predicted to be a surplus of approximately £40,000.

As at period 13 this is approximately £43,000.

Capital Budget.

The closing balance to carry forward in the original Budget was predicted to be a surplus of approximately £1,000.

The closing balance to carry forward at period 13 is a surplus of approximately £5,000.

The school received a donation of £2,000 from the Garfield Weston Foundation; this must be retained as its specific purpose was for the erection of the outdoor classroom.

The school has also saved on the purchase of IT equipment and hardware costs due to a donation of more than 20 Lenovo laptops from Veritas.

3.b Budget Plan Financial Year 2020-2021.

Main School Budget.

The Business Manager advised she has to submit a 3 year Plan but produce a 5 year Plan to show to Governors.

The Business Manager advised the Budget assumptions are as follows:

1. The school is operating as normal. No allowances have been made for the financial impact of the pandemic. Any adjustments required will be made going forward.
2. With regards to pupil numbers, as at October 2019 the NoR was 209. This figure determines the funding formula which sets the Main School Budget.
3. For Staffing, the FTE for TAs for the Spring term is 8.5 with 11 employees, for the Summer Term 7.3 and 9 and for the Autumn term 7.3 and 9.
For teachers, the FTE for the Spring term is 9.2 with 10 employees, for the Summer term 9.2 with 10 employees and for the Autumn term 9.2 with 10 employees.
For Admin/ICT staff, the FTE for the Spring term is 2.7 with 5 employees, for the Summer term 2.7 plus 5 and for the Autumn term 2.7 plus 5.
4. Superannuation rates for TAs from 1.4.2019 were 22.50%, from 1.4.2021 23.50% and 1.4.2022 24.50%.
Superannuation rates for teachers from 1.4.2019 were 16.48%, 1.4.2021 23.68% and from 1.4.2022 23.68%.

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5. For salary inflation for teachers from 1.9.2020 this has been assumed to be 3%, from 1.9.2021 3%, from 1.9.2022 3%, from 1.9.2023 1% and from 1.9.2024 1%.
For TAs, salary inflation from 1.4.2020 has been assumed to be 2.75%, from 1.4.2021 2%, from 1.4.2022 1%, from 1.4.2023 1% and from 1.4.2024 1%.
6. TA salary allocation to the PPG fund is at 24%, the same percentage as last year.
7. Non-Staffing cost inflation (January CPI) is at 1.8%.

Finally, for the first time this year the Budget has assumed year on year growth in the Main Formula Funding (including the Teachers' Pay Grant and the Teachers' Pensions Contribution Grant, but excluding UIFSM, PPG and Sports and PE Premium). Growth for 2021-2022 has been assumed to be 2.30% with 3.0% assumed thereafter up to 2024-2025. Page 7 details how the Main Funding Formula is worked out.

The total Funding Formula after de-delegations is £813,251.

The teachers' Pay Grant and Pensions Contribution Grants total £37,595.

The total Main Revenue Budget for 2020-2021 is £850,846.

Main School Budget.

The figures below correspond to the presentation entitled "5 Year Budget Plan" delivered by the Business Manager. The numbers shown are in thousands with a negative a surplus and a positive a deficit.

The full, un-rounded numbers are available in the enclosed documents that were made available to Governors online prior to the Meeting.

The FY 2019-2020 ended with a closing balance of a surplus of approximately £35,000. (In-year Funding includes the main Funding Formula, Funding for UIFSM and High-Needs Top-Up Funding).

From the FY 2020-2021 the school is predicted to end with a closing surplus of approximately £26,000.

From the FY 2021-2022 the school is predicted to end with a closing surplus of approximately £3,000.

From the FY 2022-2023 the school is predicted to end with a closing deficit of approximately £25,000.

The main driver for this is the cost of Staffing which is approximately 80% of total costs; this rises faster than the year on year growth assumptions allowed for as described earlier. The staff costs grow faster year-on-year than the funding described earlier.

PPG.

The FY 2019-2020 ended with a closing balance of a surplus of approximately £3,000.

From the FY 2020-2021 the school is predicted to end with a closing balance of a surplus of approximately £2,000.

There is an increase in In-Year Funding in the FY 2020-2021 but thereafter the figures remain static.

In-year Expenditure is in the form of TA costs, Booster Groups, School Trips, Uniform and FSM costs.

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The In-Year Balance is in deficit as Funding remains static while TA costs grow. However, the percentage of TA costs allocated to this Budget can always be reduced if necessary.

Sports Premium Grant.

The FY 2019-2020 ended with a closing balance of a surplus of approximately £7,000.

The In-Year Funding from the Government will total approximately £18,000.

There are plans to spend approximately £23,000.

There will therefore be an In-Year deficit balance.

From the FY 2020-2021 the school is predicted to end with a surplus of approximately £2,000.

Total Revenue Budget.

The FY 2019-2020 ended with a closing balance of a surplus of approximately £44,000.

From the FY 2020-2021 the school is predicted to end with a closing balance of a surplus of approximately £30,000.

From the FY 2021-2022 the school is predicted to end with a closing balance of a surplus of approximately £5,000.

From the FY 2022-2023 the school is predicted to end with a closing balance of a deficit of approximately £27,000.

Capital Budget.

The FY 2019-2020 ended with a closing balance of a surplus of approximately £5,000.

For the next year the Business Manager has planned essential maintenance work to be carried out.

For the FY 2020-2021 the school is predicted to end with a closing balance of a surplus of approximately £2,000.

(As discussed earlier, this £2,000 represents the donation from the Garfield Weston Foundation).

For the FY 2021-2022 the In-Year Funding is shown as approximately £26,000 with In-Year Expenditure as approximately £25,000.

(This is the year the Business Manager predicts the Outdoor Classroom will be installed.)

The next slide showed the Revenue Expenditure breakdown for FYs 2020-2021, 2021-2022 and 2022-2023. As discussed previously, the year on year costs for Staffing rise ahead of the growth assumptions included in the Budget and 3 Year Strategic Plan.

Q: A Governor had been emailed questions by a Governor who had sent his apologies. These were whether the Business Manager had received any guidance regarding the possible pandemic costs incurred by the school and whether the school will allow a contingency sum to cover these.

Q: Also, what is the impact of the pandemic on other income streams, such as Lettings for example.

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	<p>Q: Finally, what is happening regarding the school trips planned for the end of this term and for Sealyham. Should the SLT consider adding a contingency element to Budget planning to accommodate the above? At least for internal reporting purposes.</p> <p>A: The Business Manager explained additional Funding is being made available by the Government to cover the costs of FSM and any additional cleaning required. She also confirmed guidance has been received; her understanding of this is that the school may be able to claim for other costs incurred as a result of the pandemic.</p> <p><u>The financial impact of the pandemic will be discussed regularly at upcoming Resources Committee Meetings.</u></p> <p>A: With regards to Lettings, no income is being generated at present. Neither is there likely to be any income from Holiday Clubs for Easter and May half-term. £14,000 is the sum possibly affected. From September onwards it is not clear which of the companies that generate this income will survive.</p> <p>A: With regards to the Marwell Zoo and Choir trips scheduled for the end of term, payments have been refunded at no cost to the school. With regards to Sealyham, this will not now take place. The Government advised schools are to seek reimbursement from the provider and failing that, from the insurance taken out by schools to cover such costs.</p> <p><u>The total paid to Sealyham so far is a deposit of £4,000. However, their site is closed. Their website states refunds will be made but no confirmation has been received so far from the provider.</u></p> <p>Q: A Governor asked if parents had been advised of the situation with regards to the year 6 residential next year.</p> <p>A: The Headteacher reassured Governor he had emailed the relevant parents last week. He had explained the residential would not be going ahead and that they will receive a refund. This will however, take time to organise.</p> <p>Q: Another Governor asked if, with regards to the Capital Budget, that the £2,000 Grant from the Garfield Weston Foundation should be reported to the LA when the Budget is signed off.</p> <p><u>A: The Business Manager agreed to check if there was an option that allowed her to do so.</u> <u>She advised she will send to the Headteacher and Chair the Budget Report to sign and return.</u></p> <p>Governors thanked the Business Manager for her hard work in preparing these Reports for Governors at this difficult time.</p> <p><u>Governors ratified the Budget Plan for FY 2020-2021 and the 3 year Strategic Plan.</u></p>	<p>Clerk</p> <p>MA</p> <p>MA</p>
4.	<p>Minutes of the last Full Governing Body Meeting held on 27th January 2020. <u>This Item will be carried forward to the next FGB Meeting at which Governors can meet in person.</u></p> <p><u>4.a Action Log.</u> An Action Log for the Meeting held on 27th January 2020 was circulated prior to the above Meeting.</p>	<p>Clerk</p>

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	<p><u>This, together with the Action Log for the FGB Meeting held virtually today, will be discussed at the next FGB Meeting at which Governors will meet in person.</u></p>	Clerk
5.	<p>GB Matters.</p> <p>5.a LA Renewal of term of Office.</p> <p><u>The LA Governor confirmed she intended to continue in Office if Governors wished her to do so.</u></p> <p><u>Governors re-confirmed they did.</u></p> <p>The Clerk advised the LA now had the Application Form and were seeking references.</p> <p><u>The Chair had been emailed regarding one further Report which is required. She will send this to the Clerk as soon as possible.</u></p> <p>5.b Succession Planning.</p> <p>The Chair advised the term of office of 3 Parent Governors is due to come to an end in September. The paperwork is the process of being prepared.</p> <p>Q: The Chair asked the Clerk if it is ok to leave it until then.</p> <p>A: The Clerk said she had discussed it with GS who were happy with her plans to do so. The Headteacher had wanted to wait until then so that any new parents whose children started at the school in September could apply if they wished to do so.</p> <p><u>She had spoken to all 3 Parent Governors and only one had confirmed she wished to continue in Office (RL). This Parent Governor will therefore be Co-opted at the first opportunity.</u></p> <p><u>The Chair asked a Co-opted Governor if he would be happy to stand down as a Co-opted Governor and take up a dedicated role of Associate Governor responsible for Health and Safety.</u></p> <p><u>This Governor agreed to do so.</u></p> <p><u>The Chair asked the Foundation Governors whose terms of office are also due to end in September if they wished to re-stand.</u></p> <p><u>One Governor said she did not wish to do so (LP) but one confirmed she did (DMK).</u></p> <p><u>The Chair advised Rev G Lautenbach had agreed to replace the first Governor.</u></p> <p><u>The Clerk advised her application form had been sent to the Diocese. She is awaiting their further advice.</u></p> <p><u>The Chair also advised that the Election of the posts of Chair and Vice-chair is due to take place at the next Meeting.</u></p> <p><u>The Clerk asked anyone interested in re-standing or standing for the first time to please let her know prior to the next FGB Meeting.</u></p> <p><u>The Chair asked Governors to also consider if they wished to remain as members of the current Committees they serve on.</u></p> <p><u>A Governor who serves on the Sites and Buildings Committee advised that a new Chair will need to be elected as the current Chair's term of office is coming to an end and she is not seeking to extend it.</u></p>	<p>JL</p> <p>RL (Clerk)</p> <p>DG (Clerk)</p> <p>LP then DMK</p> <p>Clerk</p> <p>Clerk</p> <p>Govs</p> <p>Govs</p> <p>Clerk</p>

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	<p><u>An Associate Governor indicated he will continue to serve on this Committee.</u></p> <p><u>5.c The Key for Governors.</u> The Clerk wished to advise that on the advice of the Headteacher this had been renewed (the FGB Meeting scheduled for March this was due to be discussed at was cancelled).</p> <p><u>5.d SLA School Improvement and GS.</u> This SLA was on the website for Governors to read. The Clerk asked which package the Governors wished to purchase. Governors wished to continue with the same packages purchased last year. This includes the GS Subscription Package at £825 and the Leadership Forum Package at £200. <u>The Clerk will check this with the Business Manager and inform Governors.</u></p>	<p>DG</p> <p>Clerk</p>
<p>6.</p>	<p>Health and Safety Update (Standard Agenda Item). The Health and Safety Governor advised immediately prior to Lockdown he had completed a Step Ladder check. The Headteacher advised there have been issues with the sensors in the Hall which have been triggering the Fire Alarm in error. Westronics visited recently to effect repairs. Also, the Ash Trees edging the field have been removed by the LA. The area on the playground where the old tree stump has come through the tarmac will be recovered by the LA. A new company has been contracted to do so before the school returns in September. Q: A Governor asked if there will be a cost for doing so. A: The Headteacher reported the school will have to pay 5% up to a maximum of £1,000. The Health and Safety Governor advised the Audit Form is up to date including the dates shown on the latest Maintenance Checklist. <u>The Clerk agreed to ask the Business Manager for the latest Maintenance Checklist so she could update the Audit.</u> Q: A Governor asked if the H and S check due to be carried out via West Berkshire which was cancelled just before the school went into Lockdown has been rearranged. A: The Headteacher said not as yet. The person due to carry out the check has now left. He will wait to hear from the LA. Q: The Health and Safety Governor asked what the situation is with regards to the Japanese Knotweed on site. A: The Headteacher advised County had emailed to say it had been dealt with; they did not say how. Q: Another Governor asked what evidence is there that the LA have actually dealt with it. <u>A: The Headteacher agreed to check if there is any new growth when he is on site later this week.</u> He added the partition wall in the Hall has received its annual service with all the school's play equipment having also been checked. Q: A different Governor asked if all is going well with the children of key workers and vulnerable pupils who have been in school.</p>	<p>Clerk</p> <p>Clerk</p> <p>AG</p>

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	<p>A: The Headteacher said there have been from 1-17 pupils attending on any given day.</p> <p>Q: Is he happy with the arrangements in place.</p> <p>A: There is a rota in place for those staff not self-isolating. Staff have been supportive.</p>	
7.	<p>Safeguarding Update (Standard Agenda Item).</p> <p>The Headteacher advised generic emails have been set up for each year group so parents can contact teachers if they need to. Only the SENCo is contacting parents of vulnerable pupils directly.</p> <p>The Headteacher always ensures the appropriate number of staff are on site in support of these pupils attending school. BSM is also being supported by Sports Extra.</p> <p>He is always reminding staff to ensure the security of the site. Especially if the Office is not manned. He asks staff to lock the main Office door after them in these circumstances. There is a school mobile phone which staff carry if they are outside.</p> <p><u>The Safeguarding Governor advised there is a Forum Meeting next week. She is not sure if it is to be held virtually or will be cancelled.</u></p> <p><u>The Clerk advised she will try and find out and let her know.</u></p> <p>Q: A Governor asked if the school is holding live lessons. There are some concerns regarding the security of these.</p> <p>A: The Headteacher reassured Governors no online lessons are being held.</p>	Clerk
8.	<p>GDPR Update (Standard Agenda Item).</p> <p>The Headteacher advised there are no issues to report.</p> <p>As mentioned earlier, there are now generic year group emails in place for parents to contact. School Comms is being used to communicate with parents. Only the SENCo is contacting parents direct.</p> <p>A significant number of laptops have been lent to parents. These have all been cleared for home use by the IT Co-ordinator.</p>	
9.	<p>Headteacher's Verbal Report.</p> <p><u>9.a School Meals while in Lockdown.</u></p> <p>Dolce have been providing home deliveries for FSM pupils. The number of these have increased since the Lockdown started. Basic boxes were provided initially but these have now been improved.</p> <p><u>9.b Grounds Maintenance while in Lockdown.</u></p> <p>Grounds Maintenance is ongoing. The contractor has their own access key. They wait until pupils are not on the field.</p> <p><u>9.c Staffing/Lockdown Arrangements.</u></p> <p>Staff continue to work from home with online training being delivered. When pupils return, some staff will have to remain at home.</p> <p>Work for each year group is emailed Sunday to parents. Parents can communicate with their class teacher via their cohort dedicated email addresses. Teachers endeavour to respond as soon as possible.</p>	

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Q: The Chair asked a Governor who works in the military for feedback from other military parents.

A: He advised as far as he is aware parents are happy with the work being set and enjoy also using BBC Bitesize.

Q: The Chair then asked for feedback from other Parent Governors.

A: A Governor of an older child said the feedback she had received is very good. She believes it is easier for parents of older children who can self-regulate somewhat.

A: A Governor of a younger child said some parents are now realising how much work their children have to do to catch up to national. Year 1 parents are receiving regular notes from the class teacher which are well received and appreciated.

A: Another Governor who has a child at the school said the work set is useful and she has made use of the generic cohort email addresses. She commented it is hard for parents to act as a teacher and added that if a parent is working, this adds to the pressure.

The Chair of the FGB who has a child at the school said Assemblies are well-received. The fact she can email her child's teacher via the generic email address is good. Emails from this teacher act as a motivator. The work set is also engaging her child.

She has looked through other class pages and noted that some teachers have posted videos to their pupils. It would be good if all teachers could do so.

Q: Another Governor who has a child at the school said that younger pupils will probably be suffering more from a lack of interaction with members of their peer group.

A: The Chair said year 2 had set up a regular Zoom Meeting on a Friday at 2.00 pm which allowed children in that class to talk to each other. Year R are doing this too. She believes in general apart from the academic impact, the lack of social interaction is an important issue to consider going forward.

A: The Headteacher said on Wednesday of this week a video will be downloaded from all staff at the school for pupils.

He added that he nor Governors can ask all teachers to record messages to pupils and upload them to the website.

A: A Governor of a child lower down the school commented she has noticed that year 1 had an online get together and she noticed then that pupils are starting to be shy with each other.

The Headteacher said when pupils return to school there will gaps in pupils learning and they will be impacted to differing degrees by the extended period of social isolation. This will be borne in mind when devising the Recovering Curriculum.

He further advised End of year Reports are being written and will be delivered to parents. Years 2 and 6 will receive the teacher assessments discussed at the last Parents Evenings held. This data for year 6 will be shared with the Willink.

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	<p><u>9.d New Year R Intake.</u> He has now received the list of new parents whose children are starting in September. Year R is full with 17 parents of pupils on the waiting list. This week he will be emailing these parents; he is planning a video of the school and the presentation he usually delivers in person.</p> <p><u>9.e Return to school 1.6.2020 years R, 1 and 6.</u> Q: A Governor referred to the Government's statement that years R, 1 and 6 will be returning in June. Could a transition meeting still be held for parents? How will the return of years R, 1 and 6 be implemented? A: The Headteacher said realistically a transition meeting could not be held while social distancing is in place. He is discussing with the LA, local Headteachers and the SLT how to ensure the safety of pupils and staff while actioning the Governments instructions. The class sizes are under by 10% and it will be very challenging to accommodate years R, 1 and 6 on site and ensure social distancing. There will also be parents who refuse to send their children into school. New work will not be set for pupils; rather they will track the work set since the Lockdown started. Q: The Chair summarised that Governors should wait therefore for further guidance from the Headteacher? A: The Headteacher said yes. <u>He will liaise with the LA, local Headteachers and the SLT and then communicate his plan to Governors, either by email or if necessary, an additional Meeting.</u> To complicate matters, there is a new pupil joining. Please refer to the Confidential Minutes.</p> <p><u>9.f Transition into Year R and from Year 6.</u> The year R Leader is contacting Nurseries and parents of new R pupils. The SENCo said she and the year 6 teacher have been in discussion with the Willink who are currently devising an Information Pack for transitioning pupils.</p> <p><u>9.g New SRE Policy from September.</u> Q: A Governor asked what the current position is with regards to the SRE Policy due in September. A: The Headteacher said this is on hold at present. Q: Can an online consultation be carried out with parents. <u>A: The Headteacher will investigate whether this is practical. He can post a draft on the website and then have Governors approve it in due course.</u></p>	<p>AG</p> <p>AG</p> <p>AG/Clerk</p>
10.	<p>Committee Feedback. <u>10.a Finance Committee Meeting 10.3.2020.</u> The Minutes of this Meeting have been circulated. No Governors had any further questions or comments to make.</p> <p><u>10.b Sites and Buildings Committee Meeting 6.3.2020.</u> The Minutes of this Meeting have been circulated. No Governors had any further questions or comments to make.</p>	

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	<p><u>10.c Staffing Committee Meeting 3.3.2020.</u> The Minutes of this Meeting have been circulated. No Governors had any further questions or comments to make.</p>	
11.	<p>Any Other Business. <u>16.a Date of next Meetings.</u> <i>Governors agreed to continue to hold the Meetings as scheduled.</i> <i>If further Zoom Meetings have to be arranged the Headteacher will set these up as appropriate.</i></p> <p>Q: A Governor said if a Sites and Buildings Committee Meeting is held online it would be helpful if photographs of work outstanding or issues that have arisen could be provided.</p> <p>A: <i>The Headteacher said he could certainly do so if necessary.</i></p> <p>Date of next FGB Meeting: Is now 13th July 2020 at 7.30 pm. Date of next Finance Committee Meeting: Is 30th June 2020 at 9.30 am. Date of next Staffing Committee Meeting: Is 16th June 2020 at 9.15 am. Date of next Sites and Buildings Committee Meeting: Is 3rd July 2020 at 9.15 am.</p> <p><u>11.b Staffing.</u> Please see the Confidential Minutes.</p> <p><u>11.c Children.</u> Please see the Confidential Minutes.</p> <p><u>11d Thanks to Headteacher, SLT and staff.</u> The Chair wished to formally thank the Headteacher, SLT and staff for all support provided to parents and pupils since the Lockdown started. The work put into providing home learning for pupils has been greatly appreciate as has efforts by staff to remain in touch with parents and their children.</p>	<p>Clerk</p> <p>AG</p>
	Part I of the Meeting closed at 12.22 pm.	

Signed:.....

(Miss J Lambdon, Chair of FGB)

Date:.....

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