

Minutes of Full Governors Meeting

Held via Zoom, due to Coronavirus restrictions on 06/05/2020 at 6.30pm

Governing Body comprises 14 Governors, of which 14 are in post.

Quorum is 50% of those in post: 7

Present: Anna Norden (AN) – Headteacher

Governors: Colin Oakman (CO) – Chair

Andrew Baker (AB)

Lynsey Fulcher (LF)

Rachel Hallam (RH)

Laura McAuley (LMc)

Lucy Parsons (LP)

Tina Carminati (TC)

Alyson Hart (AH)

Diane Herrington (DH)

Hannah Parish (HP)

The Meeting was quorate

In Attendance: Associate Members: Wendy Whistler (WW)

Recorded by: Linda Miller, Clerk

Action

1. Welcome and Apologies for absence

The Chair welcomed all to the meeting.

Apologies received and accepted from: Alison Fox (AF)

2. Declaration of interests

AN had an additional item to discuss under 7, which parents of children in Year 6 may have an interest in. Noted for when Agenda item is discussed.

3. Minutes & Matters Arising from Meeting held on 25/03/2020

The minutes of the Full Governing Body meeting held on 25/03/2020 were approved as an accurate record and were signed by the Chair. Signed Minutes to be passed to the School Office for filing.

Clerk

Matters Arising & Action Points

- SFVS confirmed as to complete by 31/03/20 – to be ratified at this meeting
- To arrange visit to school re. boys writing – carryforward
- Write up feedback from Parent/Governor drop in's from Parents Evening and circulate to governor team – next FGB Agenda
- Write to parents to thank them for the discussions and that all comments will be reviewed – Chair completed

July FGB

4. Committee reports:

Resources Committee on 29/04/20 and CLA Committee on 01/04/20 had reviewed budget proposals and Minutes had been circulated.

5. Budget

Chair confirmed that the FGB was pleased to support the school's options for classes and structure for next year, with thanks to the Business Manager, Head Teacher and SLT for drawing up the options and proposals.

RH asked if the structure had been reviewed in light of current Covid-19 situation? In particular the pressure this will cause on the new Reception teacher?

AN replied that the SLT had met to review the proposals across the whole school and the option presented with the budget is up to date. In light of the Covid-19 pandemic, the proposal is still relevant and suitable for both key stages and curriculum. AN will write to parents to explain and support their understanding of the new structure.

WW asked that the next FGB revisits the budget to note the effects the current pandemic situation is having. Chair confirmed that Resources Committee will have a regular budget review item now, in particular to monitor at risk areas such as EY&P income and lettings income. AN noted that due to the financial constraints the school is now working under, all options and information will be discussed with Governors very early, so the FGB is well prepared.

There were no other questions. **It was proposed, seconded and carried unanimously to approve the budget as circulated.**

6. General Correspondence & Items for Information

- AN read out a letter from Mr A Browne MP for South Cambs thanking staff at schools for their work during the recent months.
- The Governing Body also thanked all staff at the school
- AN is liaising with parents regarding IT equipment for home learning
- Information received on Covid-19 testing centres
- On Fri 15th May there will be a live Q&A session for children and AN had informed parents and asked for questions.
- Chairman thanked the school for the information being sent out to parents for pupils. AN had also sent out a home learning questionnaire/feedback request.
- Governors ask if AN might organise a video message to parents to reassure about home learning and that children will be able to catch up when they eventually return to full time school. AN agreed to look at this.
- AN updated Governors on the gradual managed expansion of school re-opening and CCC have issued a tool-kit. A Government statement is due out this weekend. Schools are expecting a phased re-opening with criteria on how this will be managed, however this is likely to be very challenging. Staff are looking at how safety for all will be managed, including cleaning of premises, routes around the school and producing a premises plan.

Additional item – PGL Year 6 Activity Trip

This residential trip is due on 1st June. The School has paid the final payment as of April. The situation was still unknown then as to whether it would be able to take place. The advice given at the time from insurance and organisers was to carry on as normal. Today PGL has said it expects trips to continue as it is expecting travel restrictions to lift as of 1st June. Staff however consider it unlikely this will take place. AN explained the implications regarding insurance and cancellation dates. CCC has said insurance will cover cancellation.

After consideration, Governors unanimously agreed that the school should give notice of cancellation of the trip now.

7. Date and time of next meeting

Weds 15th July, 6.30pm

The Chair thanked the Governing Body and closed the meeting at 7.45pm

Date	Action	
06/05/20	FGB and Resources to review budget to consider changes the Covid-19 pandemic will have had on the proposals	Committee Mtgs
06/05/20	AN to write to parents re next year's class structure	AN