

Midsomer Norton Primary School
Full Governing Body Meeting
Wednesday 14th September 2016 at 6.30pm

6.	Governance Matters	
	<p>6.1 <u>Election of Chair & Vice - Chair</u> – IN stated that the role descriptions had been sent out over the Summer holidays but we had not received any nominations. IN outlined that people could make the role their own. AR added that now he had been in his post for a year, there was a clearer structure to how the Chair and FGB operated, and whilst the new Chair would be involved in key issues there would not be an overwhelming number of discussions. SR stated that he would be happy to continue in the role of Vice – Chair and to provide support for the Chair on the more routine day to day discussions with AR. MD stated that she would put herself forward for the role of Chair, but that she would wish to review this at Christmas in terms of her other commitments and availability. <i>MD leaves room in order that a vote can be taken.</i> MD is unanimously voted as Chair of Governors. (Prop: TI Sec: DS). <i>SR leaves room in order that a vote can be taken.</i> SR is unanimously voted as Vice – Chair (Prop: IN Sec: AS).</p> <p>6.2 <u>Governing Body Standing Orders 2016-17</u> – The Governors agreed to the revised Governing Body Standing Orders. LC to send to BANES</p> <p>6.3 <u>Election of Sub-Committees</u> – After due discussion it was decided that the membership of the revised Sub – Committees would be;</p> <p style="padding-left: 20px;">Finance & Staffing; AR, SR, TI, KH, DS, PE (tbc).</p> <p style="padding-left: 20px;">Curriculum & Staffing: AR, RD, AS, MD, EC</p> <p>6.4 <u>Election of Link Governors 2016 - 17</u> – AR proposed that the structure for Link Governors for 2016 -17 be; Safeguarding, Early Years, SEN, Phase Link, Literacy, Maths. It was agreed by the Governors that this was a positive suggestion. Link Governors were agreed as followed;</p> <p style="padding-left: 20px;">TI – KS 1, AS – Early Years, MD – Safeguarding, RD – Literacy, KH – SEN. It was agreed that the remaining options of Upper & Lower KS 2 and Maths are left for the other Governors to select from.</p> <p>6.5 <u>Pay Panel 2016-17</u> – AR stated that the Pay Panel would take place on the 19th Oct. It was agreed that TI, DS and KH would attend.</p> <p>6.6 <u>Head Teacher Appraisal 2016-17</u> – AR advised that the external consultant JS had been booked in again on the 20th Sept to review last year’s targets and to set new ones. SR and MD to attend. AR to check with PE if also able to attend.</p> <p>6.7 <u>Collaboration Working Group</u> – It was agreed to amend the date for the next Collaboration working Group to the 4th October at 5:30.</p>	ACTION: LC
7.	Head Teacher’s Report to Governors	
	<p>7.1 <u>Overview</u> – AR stated the year had started well. AR added that a member of staff had left over the Summer and that EC had amended her hours from part time to full time (p/t plus supply) to provide cover until Christmas. The vacancy has been advertised and will start in Jan. AR advised that he had sent out a copy of the SDP and a two page summary of the SEF. DS commented that the attendance figure of 96.23 was very good. KH asked whether ‘Talk for Writing’ was across all years. AR responded that it was and that it had been adapted for Early Years.</p>	
8.	Annual Review of Staff Salaries	
	<p>8.1 AR reported that we had adopted the BANES model with just some changes to the wording. The pay scale is what BANES are recommending and what they have agreed with the unions – 1% across the board, as agreed by the Government. AR stated that the figures under the TLR have historically been chosen by the school and we have also increased those by 1%. AR asked for the agreement of the Governors and the proposals were agreed. KH asked AR to remove the reference to ‘Assistant Head’.</p>	ACTION: AR

Midsomer Norton Primary School
Full Governing Body Meeting
Wednesday 14th September 2016 at 6.30pm

9.	Ratification of Policies	
	9.1 AR reported that there were no policies requiring ratification at this time.	
10.	Governing Body Objectives for 2016 -17	
	10.1 AR and TI outlined the existing Governing Body Objectives; Academic Achievement, Change Management and Building Our Place in the Community. AR outlined the school objectives; Raising Attainment, Developing Learning Behaviours, Developing Scientific Enquiry. The Governors agreed that key objectives for the Governing Body for 2016/17 should be 'Quality of Learning' and 'Building Our Place in the Community'. There was discussion around the wording of a further objective along the lines of 'maintain our school's core values whilst embracing change'. Any ideas as to how to better express this to be co-ordinated by LC.	ACTION: LC
11.	Communications	
	11.1 KH volunteered to be the second Governor to be given access to check the Governor's mailbox.	
12.	Any Other Business	
	12.1 TI raised the issue of the Prevent Agenda and the importance of keeping this current in the thinking of the Governing Body. LC to ensure that Safeguarding and Prevent are standing agenda items for the FGB and Sub-Committees.	ACTION: LC
13.	Date of Next Meeting: Wednesday 23rd November 2016	

The meeting closed at 8.40pm

.....
Committee Chair / Date