

Minutes of the Meeting of the Governing Body
Tuesday 3rd July 2018 at 6:30pm

<u>Present:</u>	Mrs Gloria Reed	GR	Chair of Governors
	Dr Valerie Ashton	VA	Parent Governor
	Mrs Florence Blagden	FB	Parent Governor
	Mrs Caroline Hart	CH	Co-opted Governor
	Mrs Ruth Holman	RH	Staff Governor
	Mrs Rebecca Mack	RM	Co-opted Governor
	Mr Simon Sykes	SS	Co-opted Governor
	Ms Rikke Waldau	RW	Head of Centre
	Rev Dr Roger Williams	RWi	Co-opted Governor
	Mrs Dawn Willis	DW	Co-opted Governor
	Mrs Rebecca Wylie	RWy	Parent Governor
	Ms Ann Abineri	AA	LA Governor

In Attendance: In the Clerk's absence Ann Abineri took the Minutes.

The meeting was quorate.

Apologies:

1. Welcome- GR chaired the meeting.

2. Apologies- were received and accepted from Ms Sarah Moynihan. The Clerk, Gwyneth Barton had sent apologies due to illness.

3. Declaration of interests- There were no declarations of interest based on the agenda items.

4. Parent Governor Appointment

GR welcomed Carmile Trancoso-Gordon, Parent Governor.

5. Minutes of the Meeting of 1st May 2018

Agreed and signed as a true record.

Matters arising

None not elsewhere on the agenda.

6. Head of Centre's End of Year Report including Early Years Pupil Premium

RW highlighted key points from her written report. She emphasised that she and RM had worked hard throughout the year to ensure the Centre was operating within budget. RW commented on an article on BBC Radio 4 on 3rd July 2018 in which Conservative backbenchers had identified possible hope of future increases in funding to maintained nurseries.

RW reported that there are currently 30 children on 30 hour funding. RW felt that this means that Key Workers have less Key Children. However there is a backlog of children in Bluebells who will

need to remain in that room but count as Willow group children. RM reported that for 30 hours funded children, full fees will be charged when term has officially ended.

RW and RM will be continuing to focus on recruitment, with ongoing difficulties in recruiting staff. Interviews for teaching posts will take place on 5th July 2018. Recruitment for Cherry is still very difficult despite active measures. There have been a number of applicants for the administrative post.

Whole staff training in September will focus on language and communication.

Fundraising remains important.

RW felt it would be useful to know the impact of the funding situation upon other Nursery Schools.

RH's NPQH continues to drive improvements.

RW continues to liaise with Abbey Meadows with a particular focus on the quality of children's transitions. We are aware that meetings regarding Abbey Meadows entry into an academy continue.

Early Years Pupil Premium

RW invited questions on the circulated report.

In response to **a Governor's question** RW explained the groups (N1 refers to pupils who are leaving.) The data was examined and it was noted that interventions included 1 to 1 support for 2 children.

EYPP is set at £300 per child per year (total £7,200 this year). RW explained that the EYPP is used to fund a range of interventions but the allocation of EYPP is geographical and children from other areas may be in far greater need. Ofsted monitor how EYPP is spent.

7. End of Year Pupil Progress Report

RW outlined the key points of the circulated data:

The EYFS compares children at point of entry with their achievement in the summer term. 90% of Cherry children were as expected in Autumn 2017. In summer, this figure was 77%. These are broad figures because of anomalies in the data system and its banding. RW and RM are exploring data systems that could produce more meaningful data. A **Governor commented** that it is a small data set but RW explained that this is usual in education.

Willow data uses the seven specific subject areas of the EYFS and all children are achieving but some may be achieving less than others. Some children included in the data have just moved into Willow.

RW emphasised the importance of learning dispositions that cannot be captured in this data such as creative, imaginative and curious learning.

8. Chair's Report

GR reported that the proposed strike in May 2018 was called off.

Financially, GR pointed out that The Fields had been allowed to retain the carry forward from 2017/18 for the children's centre of £47,000.

Jonathan Lewis attended a further meeting with parents on 8th June 2018.

23rd June 2018 RW and GR met with Mark Miller, the advisor for Head Teacher Performance Management, and it was agreed that all targets were on track. Next review October 2018.

GR attended the Governors' Termly Briefing.

GR met with Mike Davey (Abbey Meadows) on the 23rd May 2018 and will be have regular meetings with him.

Huntingdon Nursery School approached RW and our Governors re serving on a panel regarding restructuring. Although the panel did not go ahead it has been proposed to set up potential pools of Governors to sit on such panels. The general consensus was that on the basis of the available information, whilst we are keen to support other nurseries, Governors are all busy with their duties already and are unsure how panel membership would fit in with their current role. However we are willing to find out more about this and RW and GR will explore this.

GR raised the point that the Senior Management Team are covering a lot of teaching and this may detract from their key roles. Increased use of agency staff could be used to overcome this. GR asked Governors to support a proposal to create a structure that enables the SMT to focus on their role and explained she will meet with Finance Committee and Jonathan Lewis to discuss the financial implications. Governors agreed this.

9. Committee Reports/Policies

a) Safeguarding Meeting 19th June 2018

Annual Child Protection and Safeguarding Monitoring Report

Annual Report from Named Safeguarding Governor

Audit has been completed by RW and GR and was circulated. The audit demonstrated that records are easily located and concerns are being responded to promptly.

A Governor asked whether staff are involved in the audit and RW explained that the audit is completed by Designated Persons.

GR commented that cutbacks continue to mean that support for families is limited.

RW stressed that it was be advantageous to have another Governor become involved it this role. Carmile Trancoso-Gordon agreed to shadow GR in this role with a view to taking over in future.

b) Curriculum and Equalities Committee 27th June 2018

Minutes circulated. No questions.

Physical Intervention Policy and Positive Behaviour Policy were recommended for approval.
Approval agreed.

c) Personnel Committee 13th June 2018

Minutes circulated.

RM raised a point about the payment for training to the LA as we were not able to carry over credits to the next academic year. To consider whether to buy into this next year.

Action: RM to provide costings for this to the next meeting.

d) Finance Committee 25th June 2018

Minutes circulated.

A Governor asked about progress with the Trust. Simon Sykes offered to join the Trust membership – for discussion in September 2018.

Charging Policy approved.

10. Governing Body Matters

a) Committee membership

Carmile Trancoso-Gordon to join H & S committee.

b) Dates of Governing Body meetings for 2018/19 were agreed:

- Tuesday 18th September 2018
- Tuesday 4th December 2018
- Tuesday 5th February 2019
- Tuesday 19th March 2019
- Monday 29th April 2019
- Tuesday 2nd July 2019

Governing Body training update

Valerie Ashton and Ann Abineri attended the Governors Early Years Governor Network on 27th June 2018 and VA outlined key points:

Baseline Assessment

EY Ofsted reports were examined.

Literacy Trust project (we are not in the area)

Use of social media.

Best practice in outdoor areas

Review of Governing Body effectiveness

Governors were asked to submit a point of strength and a point of improvement which the Clerk will collate and feedback (*attached as Appendix 1*).

Succession planning

Governors were asked to consider working alongside the Chair with a view to taking the Chair in future.

11. A.O.B

None.

12. Close of Meeting: 8.30pm