

**Minutes of Cambridge Nursery Federation
(Brunswick, Colleges & The Fields Nursery Schools)
Full Governing Body virtual Meeting
via zoom
Tuesday 25 May 2021, 1.00pm**

Agenda item	<p>Governors present: Amanda Bannister, Louise Bedford, Chris Willis Pickup, Carolyn Purser, Marie Mensah, Phil Summerton, Ruth Cooper, Veronica Sharpe, Ysanne Austin, Valerie Ashton, Ciara Moal, Davide Fiorentino, Ruth Holman</p> <p>Others present: Sonia Swindells (clerk) <i>The meeting was quorate</i></p>	Action by
1.	Apologies: Received and accepted from Lisa Faulkner & Carmile Transcoso-Gordon	
2.	Declaration of Eligibility/register of pecuniary interests - Ysanne taken as noted in October 2020 meeting minutes.	
	Chris welcomed everyone to the meeting. He explained that the purpose of this meeting was to formally organise the new governing body following the governing body federation with The Fields Nursery in April. He agreed to chair the meeting until item 4 on the agenda.	
3.	Next Meeting Date for FGB: Tuesday 15 June 2021, 7.00pm virtual via zoom This would be the last FGB meeting of the academic year. Chris asked governors to email Sonia if they were unable to attend.	All
4.	Chris & Carolyn stated that they were happy to stand for re-election as Co-Chairs unless anyone else was interested in these positions. Chair: Phil then proposed Chris which was seconded by Davide. Ysanne proposed Carolyn and Phil seconded this. The governing body voted unanimously by a show of hands to re-elect Carolyn & Chris as Co-Chairs for the Cambridge Nursery Federation for 2021. Ysanne wished it to be recorded in the minutes /formally thanked Carolyn and Chris for their hard work in this role over the last challenging year. Vice Chair: Lisa had confirmed she was happy to continue in this role unless anyone else wished to take it on. No one else expressed an interest. Chris proposed to re-elect Lisa for this position and this was seconded by Carolyn. The governing body voted unanimously by a show of hands to re-elect Lisa to the position of Vice-Chair for the Cambridge Nursery Federation for 2021.	
5.	Follow-up to Federation: Chris proposed that a `federation committee` be established to support the integration process and align the three nursery schools in terms of working practice, staffing structures, finance, HR with the opportunity to define roles. Carolyn and Phil supported this idea and after a short discussion it was agreed to form this committee. The following people expressed interest in this: Carolyn Purser Phil Summerton Ysanne Austin Valerie Ashton Veronica Sharpe	

	<p>Chris then proposed a vote to establish a Federation committee (name to be confirmed) for 12 months to support the Headteacher with the integration and aligning of the nursery schools as one federation.</p> <p>The vote was taken by a show of hands and was unanimous.</p> <p>Carolyn agreed to arrange the first meeting of this committee, to include discussing its scope of work and providing an outline plan to the FGB.</p>	<p>Carolyn/ Sonia</p>
<p>6.</p>	<p>Appointment of Governors with specific responsibilities :</p> <p>Child Protection & Safeguarding – Carolyn Purser Sonia to ask Carmile if she would be interested in sharing this role.</p> <p>SEND – Ruth Cooper Ysanne Austin happy to advise on transition of this role</p> <p>Training & Curriculum – Chair of Curriculum & Standards committee Chair/Clerk EAL – Davide Fiorentino & Ciara Moal Vulnerable groups (including Pupil Premium & Free School Meals)– Lisa Faulkner Heath & Safety – Louise Bedford & Phil Summerton</p>	<p>Sonia</p>
<p>7.</p>	<p>Appoint committees</p> <p>The committee members are as follows:</p> <p>`Federation` Carolyn Purser Phil Summerton Ysanne Austin Valerie Ashton Veronica Sharpe</p> <p>Management & Resources Chris Willis Pickup Louise Bedford Phil Summerton Amanda Bannister Ruth Holman Davide Fiorentino (Valerie Ashton tbc)</p> <p>Care & Marketing Amanda Bannister Louise Bedford Lisa Faulkner Marie Mensah Veronica Sharpe (Valerie Ashton tbc)</p> <p>Curriculum & Standards Amanda Bannister/Gill Learmond Lisa Faulkner Carolyn Purser Marie Mensah Ruth Holman Ruth Cooper Ciara Moal (Carmile*) Ysanne Austin</p> <p>Salary Review Lisa Faulkner Chris Willis Pickup Ruth Cooper</p>	<p>Sonia</p>

	<p>Valerie Ashton</p> <p>HT Performance Management Ysanne Austin – until 31/12/21 Davide Fiorentino Veronica Sharpe & Phil Summerton (following training)</p> <p>Review Appeals Committee Phil Summerton Chris Willis Pickup And others to be nominated if this committee required to meet.</p> <p>*Subject to agreement</p>	Sonia
8.	<p>Committee Terms of reference: proposal that these are considered and updated/aligned as part of the post federation work It was agreed that in the first instance the new `Federation` committee look at this and delegate to other committees if required.</p>	Federation Committee agenda
15.	<p>Any Other Business: None</p> <p>Date of Next FGB Meeting: Tuesday 15 June 2021, 700pm virtual via zoom</p> <p>Dates for other meetings: Curriculum & Standards Committee – w/c 21 June – date to be confirmed Management & Resources Committee – early July – date to be confirmed</p> <p>Meeting Closed: 1.58pm</p>	