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**MEETING 124 – PART 1 - MINUTES of Full Governing Board Meeting
27th of June 2024**

Attendee	Initials	Arrival / Departure	Attendee	Initials	Arrival / Departure
Hayley Hardy	HH	5pm 7.20pm	Ben Mitchell	BM	4.45pm 7.20pm
Jennie Harvey	JH	4.45pm 7.20pm	Craig Banyard	CB	5.15pm 6.20pm
Amanda Burrows	AB	4.45pm 7.20pm	Katherine Horder	KH	6.20pm 7.20pm
Martin Bevan	MB	4.45pm 7.20pm			
Apologies	Initials	Reason	Apologies	Initials	Reason
Lorraine Ovey	LO	Yr 11 Leavers' Meal			

FOCUS		
	<ul style="list-style-type: none"> Ensuring clarity of vision, ethos, and strategic direction Holding the Headteacher to account for educational performance of the school and its students Overseeing the financial performance of the school and making sure its money is well spent 	
124.288	Apologies	LO sent apologies well in advance – Year 11 Leaver's Meal taking place this evening – approved
124.289	Declaration Pecuniary/non- pecuniary interest	1 declaration from JH regarding the new Governor – the Board are meeting them today and therefore we agreed JH would leave the room for the vote. No other declarations
124.290	Minutes	MB has kindly agreed to draft the letter from the school regarding Devon Norse – Action – report back at July meeting LH confirmed that we have an allocation of 3 parent governors on our Board All agreed and signed Action – LH to collect from school please
124.291	GDPR	JH no items to report
124.292	Monitor budget	All previously agreed and brief update given – the budget is with DCC. Update on Ocean View cottage – ironmongery has not been included in the initial tender by the architect, nor external doors and some inside doors. Arrow Build has come back with an extra

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		<p>£20k cost to add these things. On returning to the other builders to include these, their costs went up too. This has caused frustration and has swallowed up the contingency allocated. All 3 companies have now re-tendered for the job: £69K, £74K and £76K – Arrow Build still being the cheaper, (£69K)</p> <p>It's fortunate that we found out now and it is highly unlikely that it will increase by the full £20K – (remember that £7.5K is already allocated under contingency).</p> <p>Governors agreed that the plans for Ocean View Cottage directly support PfA and independent living and are therefore very important and relevant to students' education and lifeskills/transition.</p> <p>Thank you to PS for speaking with the architects</p> <p>Additional sum agreed by Governors by vote</p> <p>Snagging list on new build: School has been assured that the summer break will be used to address outstanding issues including the mould on the hall. This is due to a design fault on the outside drainage. JH reported that CW has left Devon Norse suddenly. She advised JH who to contact going forward. MB is kindly overseeing this whole piece of work with the school and on behalf of the FGB.</p>
124.293	<u>Premises health and safety</u>	<p>Ref: notes above – ongoing actions for MB re: snagging list/new build</p> <p>There is an issue with Churchills who have carried out the Legionella report. MB has investigated. There are 3 'reds' which will cause an issue with an H&S audit or if there is a spot check.</p> <p>MB phoned Head of H&S (SB, DCC) and has also spoken to PS. MB will do an email for JH and PS – (PS ensure everything is covered and that JH is happy). MB will then send to relevant people. That way, all the information is captured. If there is a spot check at a later date, we are then covered.</p> <p>Action: MB to create and send email</p> <p>PS is doing a fantastic job – MB has had a regular check-in with him. Team Teach is signed off</p>
124.294	<u>SPT Headteacher input</u>	<p>AB welcomed NJ, Headteacher from Orchard Manor School, which was taken over by SPT as a sponsored academy. Her input as follows:</p> <ul style="list-style-type: none"> Was pleasantly surprised and gratified by the approach – it wasn't a deficit model. The school has been able to be autonomous but has also been collaborated with. There was real respect professionally and the challenge has been constructive.

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- Over the last 2 years they have been a tremendous support in difficult times, e.g. working with the LA or in legal situations. Sometimes they pick up a piece of work for me or helped me navigate it for professional development – a 'guide on the side'
- They are good at celebrating successes and are rooting for you.
- Working with other heads is relatively new and is exciting. Being in on the start of the process has been refreshing.
- Going into a trust you want to make sure there is partnership working and understanding – you feel passionate about the children in **all** the schools, not just your own. I have worked in MATS before where you don't have that level of autonomy and this is very different.
- I have control over my own budget. However, there is support if you need and there was closer monitoring during my first year.

Questions from Governors:

HH – Do governors have portfolio holders? How does this work?
I have a strong local governing board – they do hold portfolios. The difference is that they report through the Trustees. The Local Governing Board, (LGB) don't have the accountability they had before but they remain a really constructive partner.

HH -Do you have a wellbeing charter and an eye on staff wellbeing?

The portfolios are shared and wellbeing is allocated – there is room to develop what you want

CB – Where has sharing of practice happened between HTs or subject leads?

2 methods – the Learning Communities, (English, maths, language networks) These are F2F or on Teams. Really positive experiences. It is developing Middle Leaders too. We have had support from an internal SIP too which has given us real strength to the development of others. We have been supporting another school with reading and phonics. There is opportunity to share practice/network.

BM – If I was a parent/carer what would I notice has changed?

Not very much! They have seen GC (CEO) around in school but it is not a heavy brand approach. There is a little here and there e.g. paperwork. However, if you talk to staff they feel connected to the Trust.

MB – Are you worried about anything in terms of what would happen if GC (CEO) left SPT?

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		<p><i>This is openly talked about – however we do all have the same mind-set and the Trustees believe in it. As a group of Heads we would be part of a selection process as would other leaders and we are all of a like mind-set. We could keep this going because it's working!</i></p>
124.295	<p>Policies</p> <ol style="list-style-type: none"> 1. Internal Moderation Policy-CB 2. Directed Time Budget - AB 3. Complaints Procedure - ALL 	<ul style="list-style-type: none"> • Internal Moderation – CB requested that where policies are referenced, they are linked to the website where they can be found. This policy itself would not be on the website but bear in mind for future ease of use for staff. • Directed Time – AB brought no issues – JH stated it is run past union reps too and there were no issues • Complaints Procedure – all agreed – small typo at the end to note please <p>Action – LH, going forward, please adopt this model – we discussed and agreed it. 1st: Note policies needing review 2nd note which are statutory for Governors – circulate to all 3rd Which others are 'to note' ? – send to relevant governor. Check with AB if not sure who to send to 4th Governors to prepare questions/notes on common polices for everyone AND any which are under their portfolio. These will be logged as noted by Governors for information at the meeting following Governor input and comment, i.e. as CB has done today. The statutory policies for the FB will be afforded more discussion and agreement time.</p>
124.297	<p>Governors</p>	<p>Meeting dates – Discussed and amended. Action: AB to send to LH for amending and distributing via Governor Hub</p> <p>We met Katherine Horder – potential governor. All introduced themselves. KH had submitted a paragraph beforehand and met separately with AB. She has been a governor before and held a responsibility around premises. She is extremely happy at Lampard and is really wanting to get involved. She stated she fees invested.</p> <ul style="list-style-type: none"> • HH asked how she would feel about confidentiality (would always raise or feedback) • AB asked if there were any specific portfolios she would feel uncomfortable about – (no) • BM – does anything worry you about volunteering? (no, I will always ask if I am struggling) <p>KH and JH (declaration of interest) left the room. Governors voted to support KH's application to the Board. Welcome KH!</p> <p>Action: LH to 'onboard' KH: Email address, Governor Hub, website, LA notification, training booked please</p> <p>Another staff member has submitted a paragraph for us to consider. She will be invited to the July meeting to meet us and potentially be voted in.</p>

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		<p>Another parent has also expressed an interest and is going to submit a paragraph. She will also be invited to meet us in July if she submits her paragraph.</p> <p>This would mean potentially 3 new governors in September.</p> <p>AB to action accordingly</p> <p>Next meeting – agreed a hybrid meeting of social with staff and end of term business.</p> <p>3.30-5pm staff social 5.15pm – FGB</p> <ul style="list-style-type: none"> • June minutes • Meet 2 new Governors • Academisation votes • Development Plan Review • Farewell Hayley <p>Only significant updates, no policies</p> <p>6.15pm close</p> <p>Agreed by all</p> <p>Action – LH to note and draw up agenda please</p>
124.298	<u>Portfolio Holder Reports</u>	<p>BM – Careers HH – Staff wellbeing. Noted that staff were really positive for this visit. CB – Curriculum</p> <p>All submitted with grateful thanks from Board</p>
124.299	<u>Effective Governance</u>	<p>Visiting the site before the meeting and picking up on premises issues – seeing first-hand the pupil's facilities of things we have voted on, e.g. fencing, animals, motor vehicle shed Similarly with the Ocean View project.</p> <p>Getting governors on board (hopefully 3) will benefit the school</p> <p>Use of the hairdressing facilities for the student Yr 11 party!</p>

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