



Tittensor CE(VC) School

Minutes of the Virtual Meeting of the Full Governing Board held using Teams on
Wednesday 14th July 2021 at 4.00pm

*****Covid 19 Restrictions in place preventing face to face meetings*****

Participants: Mrs J Cresswell (Chair), Miss G Craig (Headteacher), Mr S Johnston, Mrs O Williams, Mrs C Chatterton, Mrs J Hendry, Mr S Allen, Mr E Hobson, Mrs S Woolley.

Mr B Jones, Clerk to the Governors took the minutes.

1. Apologies and attendance

There were no apologies.

2. Open with a prayer

The chair opened the meeting with a prayer.

3. Governing board matters

a) Membership

Sarah Woolley was welcomed to the meeting.

An email had been received from Freda Bishop stating that she was resigning from the governors. Governors discussed the appointment of a new rector to St Lukes - Rev John Beswick Pallister. Governors were surprised and disappointed not to be informed of the appointment.

Resolved – Action point - Charlotte Chatterton agreed to speak with Rev John to discuss whether he or someone he could nominate should fill the vacant Foundation Governor position at Tittensor. GC will contact Vickie Longson at the Diocese to confirm these arrangements.

Governors discussed the non-attendance at meetings of Lisa Thorley.

Resolved – Action point – The school to contact Lisa to tell her that her non-attendance has disqualified her from membership of the governing board, but she could reapply if she wished to continue as a governor but attendance at meetings is required.

Committee membership for 2021-22

Finance – JC, GC, SJ, OW, Vacancy

Education – JC, GC, SJ, JH, EH, OW, SA, SW.
Christian Distinctiveness – JC, GC, EH, Foundation governor vacancy

Link governors for 2021-22
JC – English and Safeguarding
OW – Class 2
JH – Training and health and Safety
EH – Class 3
Foundation vacancy – RE and Worship
CC – Church link and Pupil and staff well being
SJ – IT and maths
SW – SEND, LAC and EYFS
SA – PP, Sports premium and on line safety
GC – All.

Sub committees from Pg 3 of the Terms of Reference
Staff appointments – Any governors available
Staff dismissal – SW, Foundation vacancy, EH
Staff dismissal appeals – SJ, ??, ??
Admissions – This is handled by the LA.

b) Confidentiality

Governors were reminded that all discussions should remain confidential until publication of the minutes.

c) Declaration of business interests

No declarations were made.

d) Code of conduct

Governors were reminded of the code of conduct for governors.

4. Minutes of the previous meeting and matters arising.

The minutes of 25th March 2021 were accepted as correct records of the meetings and no matters were arising not already covered by this agenda.

5. Reports

a) Chair's/vice-chair's actions – None were reported.

b) Committee minutes – previously circulated

Christian Distinctiveness committee
Finance – 16th June 2021 – Correction to date and name of Miss Laws
Education – 1st July 2021

Resolved – Governors accepted and approved the committee minutes.

6. Headteacher's report (previously circulated)

The report had been circulated and covered:

School context

Ofsted
Admissions
Attendance
Looked after children and Special Educational Needs
Pupil Premium
Sports Premium
Effectiveness of leadership and management
The quality of teaching, learning and assessment
Remote learning
Personal development, behaviour and welfare
Outcomes for children and learners
Continuing professional development (CPD)
Ethos and vision

Governors asked about the low numbers in nursery and reception and their affect on the school budget.

GC explained that the nursery currently has 12 children and 10 are expected in September. Numbers in reception will be confirmed in September. Numbers in September will affect the 22/23 budget.

Governors asked about the sustainability of a sports' teacher in the absence of sports premium funding.

GC explained that it will be sustainable.

Governors asked about likely COVID restrictions in September.

GC explained that advice will be received from the government and the local outbreak team. The school is prepared for the outcome. All staff have been fully vaccinated against COVID and are tested twice weekly.

Governors asked about safeguarding updates.

GC explained that all staff are up to date with safeguarding and a new version of Keeping Children Safe in Education (KCSiE) will be issued in September and governors will be familiarised with the content.

7. People and compliance

GC explained that staffing for September had been circulated to parents.

Class 1: Miss Peddie/Mrs Acton/Mrs Glen
Class 2: Mrs Avann/Miss Laws/Mrs Moorcroft
Class 3: Mr Allen/Mrs Simpson
Forest Schools: Mrs Broad/Mrs Simpson
SENDCO: Miss Craig
SENDCO Assistant: Mrs Barrows

There are additional hours for intervention and support.

Governors asked about the building work timetable.

GC explained that there was a problem with the costing of the architect's bid. Assuming the money is secured then work will commence in September.

8. AOB – See confidential appendix for 8a

b) GC will consider the date of the Link Governor morning and inform governors.
c) Governors are invited to a staff meeting at 3.30pm on 1st November 2021 to listen to staff presentations on their subject priorities for 21/22.

d) Governors expressed their thanks to all staff for their hard work to make education as continuous and enjoyable for pupils during this troubled academic year – GC to pass on to staff.

Governors expressed their thanks to Gail and Janine for their work and effort in and out of school and making governor meetings so informative and worthwhile.

14. Confidentiality – 8a AOB was considered confidential.

16. Dates and times of meetings for 2021/22

The following dates had been previously circulated:

Meeting	Autumn term 2021	Spring term 2022	Summer term 2022
Finance (4.00pm)	4/11/2021	31/3/2022	12/5/2022
Christian Distinctiveness (9.00am)	24/9/2021	11/2/2022	20/5/2022
Education (4.00pm)	18/11/2021	3/3/2022	24/6/2022
Full Governing Board (4.00pm)	9/12/2021	7/4/2022	7/7/2022

The meeting closed at 4.55pm

Summary of action points

3. Governing board matters

a) Membership

Resolved – Action point - Charlotte Chatterton agreed to speak with Rev John to discuss whether he or someone he could nominate should fill the vacant Foundation Governor position at Tittensor. GC will contact Vickie Longson at the Diocese to confirm these arrangements.

Governors discussed the non-attendance at meetings of Lisa Thorley.

Resolved – Action point – The chair to contact Lisa to ask if she wished to continue as a governor and check that she can attend meetings in future.

Chair

Date