



**KENTISH TOWN CE PRIMARY SCHOOL (CAMDEN)
(St Benet & All Saints)**

**PUBLIC MINUTES
FULL MEETING OF THE BOARD
13th MARCH 2019 at 5.30 PM**

In attendance:

Governor Role		Name	Present
Foundation Governors (7):			
Ex Officio (1)		Father Peter Anthony Chair	✓
LDBS (2)		Colin Reader, Vice Chair	✓
		Gillian Dale-Skey,	X
PCC (2)		Jacqueline Ewers	✓
		James Farmer	✓
Deanery Synod (2)		Tom Dumbell	X
		Nigel Palmer	✓
Non Foundation Governors (5)			
Staff (2):	Head Teacher (1)	James Humphries	✓
	Teaching Staff (1)	Karen Trussler	✓
Parent Elected Governor		Fan Yeung	✓
		Rachel Wrangham	X
Local Authority (LA) (1)		Fiona Lovering	✓
Associate Members (2)			
Deputy Head Teacher		Grant Jacobson	✓
Support staff member		Sarah Haag	✓
		Ed Taylor/Miriam Nadarajah	X
Others Present (1)			
Clerk:		Pamela Ansley	✓

	PART 1 – PUBLIC ITEMS	Actions/ Date
1	Opening Prayer	
1.1	Father Peter opened the meeting in prayer.	
2	Welcome and acceptance of apologies and AOB	

2.1	Father Peter welcomed everyone to the meeting. Apologies have been received from Tom Dumbell, Rachel Wrangham and Gill Dale-Skey.	
3	Declaration of Interests	
3.1	None.	
4	Minutes of the previous minutes	
5.1	Father Peter asked those present if they approved the Minutes/Confidential Minutes of the last meeting as a true record of what was discussed. All Governors present indicated that they were happy to approve the minutes.	Action: The Minutes of the meeting were approved.
5	Actions and Matters Arising	
5.1	None.	
6	Finance and budget inc. SFVS and Audit update	
6.1	<p>Colin advised the meeting that we had been audited in January and although we are still waiting for the official report there were no issues of significance.</p> <p>SFVS – Colin explained this document. This consists of 25 questions that need to be discussed and answered concerning the financial management of the school. This has been completed and circulated to Governors and at this point Colin asked the Governing Body if they all agreed the contents of the document and its subsequent submission. All Governors agreed.</p> <p>Colin then explained the summary budget included in the papers. Colin advised that several factors contributed to the raised staffing costs in the budget. There was a huge pension deficit which has led to increased contributions over the next few years. Staff salary increases projected at 2% were then actually 3.5% and a restructure of support staff salary scales means that collectively this will result in a cost of £80,000 or thereabouts.</p> <p>Also shown on the budget summary is an increase in premises spending and this was due to the redevelopment of the Oasis and interactive whiteboard replacement in a few of the classrooms.</p> <p>Good news is that the school is full and therefore we are receiving full funding from the local authority.</p> <p>Staffing reductions were discussed at this point as they figured in the budget figures for the upcoming year. James H advised that our standard practice is to employ new staff on a one year temporary contract which gives us flexibility and also enables us to see performances etc of the new staff.</p> <p>James H also advised the meeting that one of our teaching assistant's contracts which had been extended to Easter will not be renewed. Two further posts will not be extended beyond July and he will inform them after the Easter break. The basis of this is that we cannot afford them – performance is not an issue. By doing this we avoid a complete restructure of the support staff which would not be welcomed by anyone.</p> <p>Governor query: Do we have to review how many children with complex</p>	Actions: Governors agreed this document and submission of the same.

	<p>needs we admit to the school? James H advised that due to the class teams we put in place that this would not be necessary.</p> <p>Governor query: How many teaching assistants does the school have? James H advised that we have 31.</p> <p>Governor query: What is the ratio between permanent and temporary staff? James H advised that the majority of our staff are permanent as they have been here a long time.</p> <p>Father Peter asked if all Governors agreed the budget summary. All Governors present indicated that they were in agreement.</p>	Action: Governors also agreed the budget summary.
7	Governor vacancies	
7.1	<p>Father Peter advised that Tom Dumbell and Father Nigel Palmer have been appointed as our new Deanery Synod Governors. Unfortunately Tom could not make it tonight and the Board welcomed Father Nigel.</p> <p>Father Peter advised the Board that both the new Governor appointments would be in a good place to lend insight and understanding of the new SIAMs Framework.</p>	
8	Headteacher's Report and Challenge Partners Report	
8.1	<p>As staffing matters outlined in the Head's report had already been discussed the Board moved onto the Challenge Partners report.</p> <p>James H advised that he felt that there was real value in Challenge Partners as a model. The visitors from the other schools work along with the school in a developmental role. James said thank you to Grant, Ed and Miriam for leading on this as he was off with his broken ankle. He was also happy to report that the Lead Reviewer advised that the Early Years should be put forward as an area of excellence and we are working towards this.</p> <p>Governor query: How do they choose the partners that they send to the schools? James H advised that it could be that they were chosen if they had a similar profile to the school that they were visiting or they had requested to see such a school.</p> <p>Governor query: What are they PIRA and PUMA assessments? James H advised that they were for reading and maths and were being carried out in Year 3, 4 and 5.</p> <p>Governor query: What were the children's response to these tests? James H advised that the children had these tests in Year 3 4 and 5 and that children were only formally tested in Year 2 and 6. James also advised that children with complex and profound needs will not be tested. He also advised that it firms up teacher's assessments of where children are and would also help them to know if any children needed to learn some exam techniques for when they were in Year 6.</p> <p>Attendance was discussed and Grant advised that we had various bouts of sickness throughout the school including slapped cheek and chickenpox which had resulted in a dip in attendance figures.</p>	
9	Questions re: Committee meeting minutes	
9.1	<p>Father Peter asked if there were any questions arising from the minutes of the committee meetings which had happened since the last meeting. No questions were raised.</p>	

10	Governors Vision and Mission Statement	
10.1	<p>The Steering Group had met and come up with various straplines and Governors were now being asked to look at these and rank them in order of their preferences. Grant then scribed them onto the board and the two straplines to feature at the top of the leader board were Love, Trust, Fairness and Love, Compassion, Service. There was lots of discussion around Christian value words. James agreed to send a link to the Governors of the website which states what words are suitable for this purpose.</p> <p>Following discussion and much debate around the words Governors agreed that the words Equality, Love, Compassion would be our new strapline. James will articulate a vision of school linked to the parable of the Good Samaritan. James H asked Governors if they were happy with these words and all Governors present agreed. James H will take this away to a working party and bring it back to the next meeting.</p> <p>Father Nigel left the meeting at 6.42pm.</p>	<p>Action: James to send the link of the website that featured Christian value words.</p> <p>Action: James H to deal with this and bring it back to the next meeting.</p>
11.	Safeguarding Governing Report	
11.1	<p>Jacqueline (Safeguarding Governor) has been on the Safer Recruitment training and is aware that she needs to come and see Sarah to look at the Single Central Record. She also has an audit list given to her by the LDBS that she will share with the school. Jacqueline advised that she will report back to the Board at the next meeting.</p> <p>James advised that Jacqueline, Father Peter, Colin Reader have all had Safer Recruitment training and if any other Governor wished to attend please let Pam know.</p>	Action: on the Agenda for the next meeting.
12.	A.O.B	
12.1	None.	
13.	Date of the next meeting	
	2 nd July 2019 – Governors Day.	
	The meeting then ended at 6.47pm	

Father Peter thanked everyone for attending and closed the meeting at 6.47pm

Signed.....*Peter Anthony*.....

Date.....*2/7/19.*.....

**Father Peter Anthony,
Chair of Governors Kentish Town CofE Primary School
(St Benet & All Saints) Governing Body**