



**MINUTES OF THE FULL GOVERNING BODY MEETING OF WHEATFIELDS PRIMARY SCHOOL  
HELD ON 2<sup>ND</sup> MAY 2018**

The meeting being Quorate was opened at 6.00pm by the Chair

<p><b>F.127 Present</b></p> <p><b>Governors:</b> - Maureen Clarke (MC) - Chair of Governors; Theresa Thornton (TT) Headteacher; John Anderson (JA); Andy Moffat (AM); Michelle Short (MS); Lisa Ling (LL); Julie Popham (JP); Emma Smith (ES); Stuart Gilham (SG),</p> <p><b>Associates:</b> Emma Verney-Davies (EVD); Gemma Edwards (GE)</p> <p><b>In Attendance:</b> - Mike Behnke – Syzygy Clerking Services</p> <p>MC welcomed governors to the meeting and thanked them for their attendance.</p>	
<p><b>F.128 Apologies and Declarations of Interest</b></p> <p><b>F.128.1</b> – There were no apologies.</p> <p><b>F.128.2</b> - Declarations of Interest – Andy Moffat, Theresa Thornton, Emma Verney-Davies and Lisa Ling declared an ongoing Interest. The register has previously been updated to reflect this.</p>	
<p><b>F.129 - Matters arising that are not specified on the Agenda</b> – Include Young Carers Policy under AOB.</p>	
<p><b>F.130 - Minutes of the previous FGB meeting 14.03.18</b></p> <p><b>F.130.1</b> – The Minutes from the previous meeting held on the 14<sup>th</sup> March 2018 were agreed as an accurate record of the meeting, they were proposed by MS and seconded by JL.</p> <p><b>F.130.2 – Matters Arising from the minutes:</b></p> <ul style="list-style-type: none"> <li>• Page 18 – Standards and Improving Outcomes document had been circulated previously. Governors to inform TT if they had not received this.</li> <li>• Page 19 – No information yet about the role of the external advisory panel for the Children’s Centre. MS agreed to contact Sue Tyte, previous Chair of the Board for any updated information.</li> <li>• Page 19 – New Governor Training for JP now likely to be next September.</li> <li>• Page 19 – Final statistics from the Parent Survey still to be done and will be ready for the next FGB meeting in June. TT was asked to include in her report, a comparison with last year’s survey results.</li> <li>• Page 120 – SDP – LA visit was on 01.05.18. Two advisors attended. Thirteen of the 15 points which the school had had to action from the last visit, had been completed and the remaining 2 were in the pipeline. <ul style="list-style-type: none"> <li>○ The advisors said that the school had made good progress against those steps</li> </ul> </li> </ul>	<p><b>ALL</b></p> <p><b>MS</b></p> <p><b>TT</b></p>

<p>and was moving forward at a good pace.</p> <ul style="list-style-type: none"> <li>○ TT Added that the budget for staff development had been kept the same and the school had again signed up to the CCC improvement package.</li> <li>○ The next action points would be shared with governors when completed. One action was to rework the SDP into a more usable document which will be done in June.</li> <li>○ MC added that she attended all of the LA visits and commented on how thorough these were with plenty of challenge.</li> <li>○ Governors expressed their pleasure regarding the significant progress that had been made.</li> <li>• Page 20 – JA still to agree a Maths monitoring visit. AM stated that 2 new dates had been given for his visit, which would take place after ½ term once SATS had been completed. The focus of his visit would be on What has been learnt, Year 5 Progress and Achievement and the handover.</li> </ul>	<p><b>JA</b> <b>AM</b></p>
<p><b>F.132/133</b> – These 2 agenda items were brought forward by the Chair.</p> <p><b>Receive Budget 2017/18:</b></p> <ul style="list-style-type: none"> <li>• AM provided a brief verbal update on the budget with a carry forward of £183,600. It was noted that the c/f was expected to decrease in future years.</li> </ul> <p><b>Agree Budget 2018/19:</b></p> <ul style="list-style-type: none"> <li>• All governors had been present at the Finance Committee prior to this FGB to receive a detailed report on the current and proposed budget going forward.</li> <li>• <b>MS proposed acceptance of both these items and this was seconded by SG. Governors unanimously ratified the budget.</b></li> </ul> <p>LL left the meeting at 6.58pm.</p>	
<p><b>F.131 Reports – Head Teacher</b></p> <p><b>F.131.1 - Head Teachers Report/Update:</b></p> <p>A verbal update had been provided at the last Standards Committee meeting and at today's Resources meeting.</p>	
<p><b>F.134 Report of Governors Briefing:</b></p> <ul style="list-style-type: none"> <li>• The next briefing scheduled was the Summer briefing on 17<sup>th</sup> May in Godmanchester at 7.00pm. ES agreed to attend representing the GB.</li> <li>• ES was asked to book onto the day via Governor services.</li> </ul>	<p><b>ES</b> <b>ES</b></p>
<p><b>F.135 Governor Training received:</b></p> <ul style="list-style-type: none"> <li>• None since the previous meeting.</li> </ul>	
<p><b>F.136</b> <b>Any Other Urgent Business:</b></p> <p>Young Carers Policy:</p> <ul style="list-style-type: none"> <li>• Previously circulated to all governors for comments.</li> <li>• MS has proposed a 3 year review process be included which was agreed by governors.</li> </ul> <p><i>Q: What are the number of carers?</i></p> <p><i>A: Increasing. We have attained the Bronze Award. The programme is run by a staff member whose own experience, has helped her to understand the requirements and we are close to getting the Silver Award. There were however, still many children who were not registered as carers and therefore, not accessing the support network available.</i></p> <ul style="list-style-type: none"> <li>• TT agreed to get some numbers for the governors.</li> </ul>	<p><b>TT</b></p>

<b>F.137</b>	
<b>Date of future meetings:</b>	
<ul style="list-style-type: none"><li>• FGB – 20<sup>th</sup> June at 6.00pm.</li></ul>	



The meeting closed at 7.06pm.

Initials.....Date.....

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