





### 3. Minutes of the Last Meeting

The minutes of the meeting held on 29 April 2021 were approved virtually as an accurate record.

### 4. Declaration of Any Other Urgent Business

None.

### 5. Declarations of Interest

There were no declarations of interest in respect of the Agenda.

### 6. Matters Arising and Action Plan

1. 7 4 (4 (4)) SD to ensure that all governors undertake Safeguarding Training. - *TA was yet to complete this and would do so shortly. NG had provided MK and MC with the NGA Learning Link details and the module list and they would need to complete these.* ONGOING
2. 7 (8) CS to inform governors of dates of forthcoming virtual Harmony Workshop/s. - TA, RB and LG had attended and noted that it was an interesting and useful session. COMPLETED
3. (9.1) CS to provide anonymised report on how Lines of Enquiry followed the LDP - this would now be completed in the Autumn Term. ONGOING
4. (10.2) Governors to review and complete relevant NGA training modules - ONGOING
5. (10.3) Governors to contact their staff link before conducting monitoring report - most governors had been in touch with their link staff and others would follow after half term. ONGOING
6. (10.4) NG to register MK as NGA member and send training link details. COMPLETED
7. (10.4) NG to liaise with KW ref Governor Induction- NG had contacted Vicky Smyth, Clerk to the Trust Board about this and awaited a response. ONGOING
8. (10.4) NG to follow up appointment of MC as Co-opted Governor with TB - MC's co-option had been ratified at the last Trust Board meeting. COMPLETED

### 7. Correspondence

None.

### 8. Trust Board Issues

*Receive Policies* - none.

### 9. Draft Budget 2021/22

DC reported that she and other MAT Business Managers had now formed a group to ensure correlation of work and information sharing. They had met to discuss the budget and DC noted that separate pots of funding were now amalgamated. She noted that the assumptions behind the budget included a 1.5% inflation pay rise for 2021/22 for NJC 2019 support staff, as well as SEND inflation increase. The teacher's pay range as well as Upper Pay Scale and TLRs had been updated. She explained that Pupil Premium and Free School Meals income was not due until June 2021 and would be amended at that point. The budget plan had assumed that other funding for the Base and EHCP would remain and that

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maternity cover for two teachers would be included. Three new TAs were included in the Support Staff Budget and maternity cover would need to be adjusted when the periods of leave began. The MAT levy was projected to remain at 5%. **Q/C Governors asked about the MAT levy and whether it would increase based on staffing costs if GAG income increased salaries.** DC felt that this would not be an issue. **Q/C Governors asked if the pay rate was consistent across the MAT.** CS said that the Pay Policy had been aligned with Thomas Hardye School for some time, so this was not an issue. **Q/C Governors asked about maternity cover for TAs and DC confirmed that this would affect 2 full time TAs.**

DC presented the Budget Setting 2021-22 document, covering the highlights in terms of income and expenditure, and noted the key performance indicators. **Q/C Governors noted the staff costs for supply, asking if this year was particularly high or whether it was an accurate expectation going forward.** DC felt that the figure given was broadly correct, and gave examples. **Q/C Governors asked about the EHCP income line, asking why it dropped significantly in 2 years.** DC explained that this depended on pupil numbers as they currently stand and therefore as children leave numbers go down, so it was hard to predict until the new foundation children were in school and new EHCPs were confirmed. **Q/C Governors asked about sick pay insurance and whether the school was saving for this eventuality.** DC said that a line had been set up to offset this cost and she did not see an issue with this. **Q/C Governors asked about the carry forward and whether there was a risk of claw back, and DC said that she would check and let governors know.** **Q/C Governors noted the staff training budget as quite low and asked whether it was worth investing more in this.** CS noted that a lot of CPD was done in house or in partnership with other schools and through virtual meetings. She considered it to be a realistic projection and felt that it did not reflect a lack of investment in staff CPD, more of a reduction in cost of CPD available. **Q/C Governors noted Pupil Premium numbers.** DC said that the budget planned on 81 in total which was a reduction on the norm of around 100. This was based on census figures which were lower in October 2020 when the census was taken as not all new families have applied at this point. **Q/C Governors asked if the pandemic had increased Pupil Premium numbers.** CS said that this was not significant. DC added that Nina Grimmett had been busy identifying the siblings of existing Pupil Premium children joining in September 2021. CS said that RB had met with CS and DC to look at the budget and CS praised DC's work in relation to this, which she had completed in a very short space of time. RB supported this.

Governors recommended the draft budget to the Trust Board.

(At 6.42pm DC left the meeting).

## **10. Headteacher's Report**

### *10.1 Headteacher's Written Report*

CS referred to her report, noting the following:

**Q/C Governors noted the issues CS had highlighted in the CCN Base, and asked to be informed if governors needed to escalate any issues.** CS said that further challenges had arisen and tribunals were now taking place in terms of parents appealing LA decisions. She added that some children could not flourish in the setting and needed alternative provision. Two tribunals had ruled in favour of the parents and the children had been assigned places in special schools. A further scenario had also arisen which

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MB noted that this should have come into effect in September 2020 but had been delayed by the pandemic and would now be in place by the Summer Term of 2021. The school had been an Early Adopter school so had been aware of it earlier. The RSHE Policy needed to be in place by the end of term and MB would consult parents via Google Forms before presenting the policy to governors for adoption at the next LGB. She presented an update document which showed how the requirements linked to the curriculum and Jigsaw units of work.

*10.6 Social Prescribing Research Project*

**Q/C Governors asked how Social Prescribing came about.** CS gave the background to this and referred to collaboration about projects around mental health, medicine and education using the Harmony curriculum. CS noted it as an exciting project. which provided £7k funding to set up a research project. No such projects were in place for under 18s in Dorset as yet. CS noted the opportunity to create sustainable change in terms of mental health and wellbeing, as well as the impact on families, which could be transformative. **Q/C Governors asked if it was possible to fast track the learning from the project to introduce across the MAT.** CS replied that she had shared the project outline with MAT CEO Mike Foley and would look to create links in the community. TA noted a match with a project he was working on with a charity he was associated with and the need to create opportunities for children as they moved through education.

**11. Governance Issues**

*11.1 Link Governor Reports* - SD thanked LG and MM for completion of reports which had been included in the pack.

*11.2 Governor Training Feedback* - no training activity to report since the last meeting.

*11.3 Succession Planning/Governor Induction* - NG reported that there was one remaining Co-opted Governor vacancy remaining.

**12. Any other Urgent Business as declared at start of meeting**

None.

**13. Date and time of next meeting: Thursday 1 July 2021 6pm**

This meeting would take place in school.

There being no further business the meeting closed at 7.50pm.

**Action Plan following the Local Governing Body meeting held on 27 May 2021**

Action to be Taken	Minute No.	Governor/Staff Member Involved	Suggested Completion Date
1. Check the protocol around Staff Governor cover.	1	NG	ASAP
2. Ensure that all governors	7 4 (4 (4))	MK/TA/MC	ASAP

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undertake Safeguarding Training.			
3. Provide anonymised report on how Lines of Enquiry followed the LDP.	7 (9.1)	CS	By Autumn Term
4. Governors to review and complete relevant NGA training modules.	7 (10.2)	ALL	ASAP
5. Governors to contact their staff link before conducting monitoring report.	10.3	Relevant governors	ASAP
6. Respond to query on risk of claw back of carry forward.	9	DC	ASAP
7. RHSE Policy Adoption on Agenda for the next LGB	10	MB/NG	By next meeting
8. CS to provide EG's report on % drop off in Y2 and Y3 with the meeting minutes.	10.2	CS/NB	ASAP

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Date .....