Morley Memorial Primary School
Full Governing Body Meeting
3 October 2019

Minutes

1.	Welcome and apologies. - All welcomed new parent governor Hilary Toulmin. - No apologies were received.
2.	Notice of any other business. - None.
3.	Declarations of interest relating to items on this agenda - None.
4.	Correspondence - None.
5.	FGB minutes 4 July 2019 - Approved.
6.	Committee minutes a. Resources Committee 07.05.19 - noted b. Learning Committee 21.06.19 - noted c. Learning Committee 23.09.19 - noted
7.	Approach to partnerships - JG introduced a paper that captured the Governing Body's policy on school partnerships as discussed at the FGB awayday. - Governors approved the approach as set out in paper.
8.	Head's update - HT summarised the update which had been circulated in advance. - Governors noted that there had been an increase in teaching capacity following changes in the responsibilities of the leadership team. Further changes were planned to increase teaching capacity and would be reported to a future meeting. - Teachers pay award recommendations. HT explained that DfE had announced a pay increase of 2.75% to minimum and maximum of all scales, funded by teachers pay grant. Local authority advice was to apply the pay increase to all paypoints. There were also plans to increase NQT starting salary to £30,000 from 2021. Governors welcomed the increased pay for teachers and confirmed that the additional costs could be funded from the budget.

	- HT presented school census data showing the changes from 2016 to 2019. Governors noted significant increases in numbers of children with English as an additional language (EAL) and special educational needs (SEND). Governors noted that the change in demographics had implications for staffing.
9.	Review end of Key Stage data for 2018/19: - HT introduced the headline data for 2018/19. Governors noted that the results were good overall. - It was agreed that the FGB should look in detail at performance by different groups at the December meeting.
10.	Parent Survey results - PC introduced the results of the 2018/19 parent survey. Overall the results were positive and compared well to external benchmarks. - Governors noted the feedback on communications with parents and agreed that improving the website and communications with parents should be a priority. - RK agreed to undertake an analysis of the free text comments before the next meeting and to take on management of the survey in the future. - PC to arrange for a summary of the data and a message from FGB to be published on the school website.
11.	School development plan (SDP) - FGB reviewed and agreed the draft SDP, which set out the priorities for the school for the year and linked them to the strategic goals in the four year plan. - Governors noted that the SDP document would be regularly updated by the leadership team and agreed that the latest version should be reviewed at all FGB meetings.
12.	Management of the Governing Body - Governors reviewed and approved: a. Code of Practice - FGB agreed to use NGA model code of practice b. Standing Orders c. Delegated decision planner d. FGB terms of reference e. Salary Review Committee terms of reference f. Performance Committee terms of reference - FGB agreed that the terms of reference for the Resources and Learning Committees should be reviewed by those committees and revised versions circulated to FGB for approval. - FGB agreed that the number of meetings of the Learning Committee should be reduced to one per term. - FGB elected PC to serve as Chair of Governors for the 2019-2020 school year.

	- FGB elected JC as Vice Chair for the 2019-2020 school year. - FGB appointed RW as chair of the Resources Committee. - FGB appointed TK as chair of the Learning Committee. - FGB discussed and agreed other governor roles and responsibilities for the year. - FGB agreed to appoint Verity Motskin as Local Authority governor.
13.	Report from safeguarding visit - TK reported on a safeguarding visit to the school to meet with the safeguarding lead. Governors noted that safeguarding arrangements were felt to be robust. - FGB agreed that safeguarding should be a standing item on FGB agenda.
14.	Policies for approval - The draft policies were considered and approved. Clerk to publish on website. a. SEND Policy b. SEND Information Report c. Safeguarding Policy
15.	Any other business - Governors noted that local authority training was mostly happening in Huntingdon/Peterborough, which involved a lot of travel for Cambridge-based governors. FGB agreed that PC would write to council about this and request more training sessions to be available in Cambridge.
16.	Close