

St Paul's C of E V C Junior School
 Minutes of the **Full Governing Body** Meeting
 Thursday 24th September 2015
 6:30 pm

Colour Coding – **Red = monitoring**, **green = challenge**, **blue = strategic planning**

Item		Action
	Present: Chris Partridge, Albert Owen, Sue Marable, Mark Hood, Elliot Hill, Sally Jefferies, Laura Parfitt, Dawn Gould, David Dixon, Guest: Anna Muggleton (staff) Clerk: Lynn Crisp	
001	Prayer AO opened the meeting with a prayer and welcome back SJ.	
002	Apologies Fran Lenzi, Elliott Hill. Julian Thompson will arrive later.	
003	Election of Chair CP proposed SM. SM left the room. AO seconded. All Governors present agreed to the proposal. SM returned to the meeting and accepted the post.	
004	Election of Vice Chair 1 nomination had been received. CP proposed AO. AO left the room. DG seconded. All Governors present agreed to the proposal. AO returned to the meeting and accepted the post. AM left the meeting. SM explained that as part of her professional development, AO would like to attend FGB Meetings. SM suggested to co-opt AM as an Associate Governor. MH proposed. AO seconded. All agreed. AM returned to the meeting.	
005	Pecuniary Interests Governors all re-signed the register. LC will bring a form for SM to sign at next meeting.	LC
006	Agenda Item Interests None declared.	
007	Governor Code of Conduct/Confidentiality Comment: our re-constitution document states our Christian ethos. Perhaps we should have a similar comment in the Code of Conduct, add to the commitment section? The suggestion was made that perhaps Church/Diocese has their own Governor code of conduct. AO will check the website and download it. If they do, then a section could be added to the Code of Conduct stating that we also agree to wording as set out in the Diocese code of conduct. Carry over to next FGB meeting. Agenda item.	AO LC
008	Agree FGB Minutes SCITT spelling was amended by SM. Proposed MH. Seconded LP.	

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	SM signed as a true record.	
009	Agree Standing Orders Agreed. LC will amend as discussed and SM will sign at the next meeting. DD proposed. SJ seconded. All in agreement.	LC
010	Matters Arising from Minutes Section 7 – SCITT training day CP thanked all St Paul's staff who took part. Attendance from SCITT included 68 students, 3 tutors and 2 Warwick University lecturers. A fantastic day. SLT ensured the site was safe for our children. The evaluation sheets were positive. CP read some of them to the meeting. Price of the course will be looked at. The Governing Body thanked CP and staff for making the day so special.	
012	Actions List Clerk updated the list	
013	Urgent Business None	
014	Annual Safeguarding Report CP will take level 3 training asap. Child Protection training has been undertaken at Whitstone School by several members of our staff. New members of staff will have child protection training, 1:1 with KF. Proposed AO. Seconded DG. All agreed. Chair and HT signed the report.	CP
015	Agree Committee Members Updated on separate document.	
016	Assign Governors to key responsibilities This was agreed in item 019 to be decided by half term.	
017	Governor Officer List LC send to governor services	LC
018	Policy Review – Policy Working Party (PWP) Membership of the Policy Working Party was decided and they will set a first meeting date to begin the policy review.	PWP
019	School Development Plan CP thanked MH for his input and comments re the overview. Discussions took place regarding the identification of the 4 key priorities. These priorities will be decided by half term, when Y3 have settled in. Governors will be assigned to each priority. Members of staff updated the meeting re moving the curriculum forward. CP confirmed that although SS is no longer a member of the school leadership team, enrichment remains her responsibility.	CP/SM
020	Agree FGB, T&L and F&GP meeting dates for the year. FGB: 14 th January 2016 – 6.30 pm 17 th March F&GP – 6.30 budget 17 th March 7.30 FGB 30 th June 6.30	

Item		Action
	<p>T&L 8th October – 6.30 11th February – 6.30 12th May – 6.30</p> <p>F&GP 12th November – 6.30 17th March – 6.30 (followed by FGB meeting @ 7.30) 9th June – 6.30</p>	
	<p>CP presented 'Our values at St Paul's' in readiness of the SIAMS inspection. Discussions took place. CP will email the presentation to Governors after the meeting.</p>	CP
	Meeting closed 8.03	