



Minutes of Full Governing Body Meeting
Held online on Tuesday 19th November 2024

Present

Governors

Elise Drake (ED)
 Nigel Gourlay (NG)
 James Handley (JH) – **Executive Head**
 Jennie Handley (JeH)
 Cat Labio (CL)
 Jon Moon (JM) – **Vice Chair**
 Peter Roberts (PR)
 Rev Howard Robson (HR)
 John Saynor (JSa)

Jill Skidmore (JSk) – **Chair**
 Mary Washbrook (MW)

Associate Members

Sarah Bellicoso (SB) – **HoS (DH)**
 Elaine Chapman (EC) – **HoS (TPS)**

Clerk to Governors

Caroline Parsons (Clerk)

		Actions:
015 24/25	Introduction and welcome JSk welcomed everybody to the meeting and thanked them for attending.	
016 24/25	Prayer Prayer was led by MW.	
017 24/25	Aims for the meeting To attend to the items on the agenda in a thorough and timely manner.	
018 24/25	Apologies Apologies were received from Natalie Doughty.	Agreed
019 24/25	Governing Body Membership The governing body has 4 vacancies. Rev Howard Robson is now Ex-Officio governor. He was introduced and welcomed by the governing body.	
020 24/25	Declaration of interests in any of the agenda items for this meeting No declarations of business interests were declared.	
021 24/25	Minutes of the previous meeting The minutes of the previous meeting, held on 24 th September 2024, were agreed.	Agreed
022 24/25	Any confidential items in the previous minutes? No confidential items.	
023 24/25	Matters Arising & Actions 006 24/25 – completed 011 24/25 – completed 012 24/25 – completed – governors agreed to go ahead with DfE insurance	Agreed
024 24/25	School Improvement Plan JH reminded governors that, during 2024 all 3 schools have been externally assessed both by DCC and Ofsted (who rated all 3 schools as 'Good'). JH discussed the ambitious objectives for the schools, emphasizing the importance of pacing changes to embed deep changes and meet ambitious targets. A governor enquired about mid-year reviews, and JH explained the schedule of pupil progress meetings and governor involvement.	

	<p>JH went on to explain the involvement of external experts like the English hub and maths specialists for lesson observations and audits.</p> <p>JH added that each head of school is receiving leadership coaching from an external specialist.</p>	
025 24/25	<p>Headteacher Report</p> <p>All governors had received the document prior to the meeting and were happy with the information contained.</p>	
026 24/25	<p>Committee Feedback</p> <p><u>Staff & wellbeing</u></p> <p>JSa reported back on his work to create a culture of well-being for all staff, including one-on-one meetings with staff members.</p> <p>He shared positive feedback from staff about the new joint relationship and leadership, but noted concerns about stress related to lesson planning and development. Teaching assistants feel marginalized and want to be more included in changes, especially when taking over classes at short notice.</p> <p>JSa suggested a meeting with JH to plan the continuation of monitoring the culture of well-being, emphasizing the importance of this focus as recommended by the government.</p> <p><u>Teaching & Learning Committee</u></p> <p>ED reported back on the teaching and learning committee meeting, highlighting extensive data provided by heads and the collaboration between schools.</p> <p>The meeting discussed the provision of phonics and the need to strengthen the transfer of knowledge from phonics lessons to English lessons.</p> <p>ED mentioned the positive collaboration opportunities and the recognition of individual school needs and strengths.</p> <p>The meeting concluded with a productive discussion on the outcomes of assessments and the importance of non-negotiable standards for teaching.</p>	
027 24/25	<p>Personnel</p> <p>The RMC had received and approved the performance review document for teaching staff.</p> <p><i>Confidential item removed</i></p> <p>Discussion took place regarding the government's recommendation to do away with performance-related pay. It was felt to be important to have a clear and measurable capability process to address performance concerns, which sets a clear target as a manager and a clear target as an employee to ensure accountability and improvement.</p> <p>A governor agreed to share with JH the capability process policy from another school as an example. This item to be discussed in the future once more information available.</p>	<p>Agreed</p> <p>To be revisited</p>
028 24/25	<p>Budget / Finance</p> <p>Four-year overviews had been provided in the Headteacher reports. The SLT review the financial projections and ensure careful management of expenditures to maximize resources.</p> <p>JH explained the wraparound care provision at Dove and Taddington, reporting that Taddington just about breaks even, while Dove Holes has had a slight loss. Information on income and expenditure over Autumn term 1 had been provided prior to the meeting. Governors agreed that there was little impact on either school's budget.</p> <p>Financial reports had been provided regarding items agreed/to be agreed for each school in order to have these minuted.</p> <p>Dove Holes had provided a list via School Bus showing purchases as well as grants. These were agreed.</p>	<p>Agreed</p> <p>Agreed</p>

	Peak Dale and Taddington sought approval for photocopier rental agreements (2 machines for Peak Dale, 1 for Taddington). These were agreed Peak Dale had also sought approval to changed internet providers. This had been agreed prior to the meeting due to time constraints.	Agreed Agreed
029 24/25	Policies & Guidance <ul style="list-style-type: none"> • Adverse Weather Policy • AI Policy • Authorised Leave of Absence & Flexible Working Policy • Confidentiality Statement for Governors • Contracts of Employment Policy • Financial Regulations/Procedures, Roles/Responsibilities – <i>JSk ensured RMC governors were aware of the change to spending limits.</i> • Governors' Induction Pack • Health & Safety Policy • Managing Allegations Against Staff, Carers and Volunteers • Maternity, Paternity, Parental and Adoption Leave • SEND Policy • Suspension and Exclusion Policy • Visits Policy 	Agreed
030 24/25	GDPR – Data Breaches, FOI NG took part in the DCC audit of the federation along with JH and CP. He reported that he considered the quantity of regulation to focus on to be a great administrative burden for small schools. NG reported that he felt that the schools had a good balance of their priorities in this matter. It was agreed that the full report would be uploaded to School Bus for governors to review. A few items regarding the report were discussed eg the use of governor email addresses, a joint data / H&S walk, staff induction processes and staff/governor training.	Report to School Bus
031 24/25	Governor Visits JeH – working with children at Taddington HR & MW – working with children at Dove Holes JH reminded governors that Ofsted inspectors had queried whether pupils and parents knew their school governors. JH was pleased that this interaction was taking place. He requested governors prepare a pen portrait for the schools' websites. Discussion took place regarding DBS checks for governors. If they are not working regularly with children DCC do not automatically run the children's barred list as it is not required to be a governor. When this was queried, the response was that unnecessary checks should not take place. This level is only requested when appropriate	Govs to prepare pen portraits
032 24/25	Correspondence and Training Governors were reminded that training is available to them and they should contact the clerk to governors if they wished to access any opportunities.	

033 24/25	Any Other Business <i>Confidential item removed</i>	
034 24/25	What have we achieved tonight that will improve outcomes for our children? Governors have reflected on the importance of improving outcomes for pupils and been reminded of the impact of the decisions made during the meeting	

The meeting ended at 6.20pm

Next meeting to be held online – 11th February 2025