

Gresham Village School and Nursery
FULL GOVERNING BODY MEETING
Monday 25th September 2023 at 18:00
MINUTES

Present

Gillian Sampson – Chair	GS	Sarah Rankin – Clerk	SR
Marc Goodliffe – Head	MG		
Rosabelle Batt	RB		
Stephen Balmer-Walters	SB-W		
Alice Vargo	AV		
Georgy Clifton-Brown	GCB		
Sophie Neylon	SN		
Richard Brearley	RB		

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
Governors were welcomed to the first meeting of the academic year. There were apologies from TB. Richard Brearley was introduced and welcomed as an observer and potential governor at the meeting. There were no declarations.	

2. ELECTION OF THE CHAIR AND VICE CHAIR

	ACTIONS
Election of the Chair: GS and RB were thanked for their work last year, and unanimously re-elected for a further year. Election of the Vice-Chair: AV was re-elected for a further year.	

3. LGB CODE OF CONDUCT AND DECLARATION OF BUSINESS INTERESTS

	ACTIONS
Governors read the Code of Conduct in advance of the meeting and agreed to abide by it. The Chair signed the paperwork.	

4 . ESTABLISH WORKING GROUPS AND LINK ROLES FOR GOVERNORS

	ACTIONS
<p>The Chair advised that SMcD had left the Governing Body over the summer, and was thanked in her absence for all her hard work and support over the years.</p> <p>The following link governor roles were confirmed: Safeguarding: AV SEND, PP and Sports Premium: SBW Premises: TB Health and Safety: GS and TB Whole School Wellbeing: SN and AV Pupil Voice: RB Fundraising: GCB and RB Monitoring programme and monitoring day: GS Curriculum: ALL</p>	

5. MINUTES OF THE LAST MEETING 10.7.23

	ACTIONS
The minutes of the meeting of 10 th July 2023 were approved for accuracy.	

6. MATTERS ARISING

	ACTIONS
SEND UPDATE: It was agreed that SBW will report to the LGB twice a year, in December and in July (annual report).	
TA CONTRACTS AND TRAINING POTENTIAL: TAs currently on temporary contracts. MG confirmed that permanent roles will be advertised broadly and that all current TAs will be invited to apply. This will happen in Feb/March when funding for the next academic year is confirmed. The Chair noted that the Trust have 20 positions for TA training. MG advised he will ensure that all permanent staff are appropriately qualified.	
BUILDING UPDATE: Governors were delighted to see the new classroom and toilet facilities. The Headteacher confirmed that the construction company Oakes did an excellent job on the building work over the summer, working to a high standard and keeping on schedule. Further plans for development in progress.	
GOVERNOR PHOTOS/WELCOME BOARD: Actioned.	

7. HEADTEACHER'S REPORT - VERBAL

	ACTIONS
<p>Summary of the beginning of term: The Headteacher reported a good start to the new academic year. Work is taking place with years 1 and 2 regarding learning behaviour. Year 1 are starting to engage with lessons, but a more difficult transition was noted for year 2. Year 3 transferred really well.</p> <p>SEND Team: MG advised that the SEND team is now in place with Mrs MB in the mental health role, Mrs Nice as SENDCo and MG as the behavioural lead. Meetings are taking place on a weekly basis. Ms MB and Mrs Nice are attending DSL training next week, to replace current DSLs. Governors questioned whether with a school of this size whether current DSLs might also need to be retained. MG confirmed that capacity will be monitored.</p> <p>Curriculum Team: All subjects have been put into groups. Action plans will be created by half term. MG advised that new writing scheme Pathways to Write will be trialled this term. Governors asked about the progress in the implementation of the new Cornerstones curriculum. It was noted that the new Cornerstones curriculum has already had a very positive impact in KS2 and is very supportive to teachers. MG observed that KS1 science resources are better than those in other subjects where some adjustments may be required. Governors asked whether teachers are having to do a lot of adaptations. MG advised that a considerable amount is taking place in KS1, less in KS2. Governors asked whether staff had the opportunity to discuss the issue with other Trust schools where Cornerstones was trialled last year. This was confirmed. MG advised that the RE curriculum is also being looked into. MG advised that years 2 and 3 are behind with reading and reported that additional groups and interventions have been put in place in order to close the gap.</p> <p>MG advised that a new PHSE scheme called SCARF has been introduced and reported that the whole school approach has been positive.</p> <p>Finance: MG reported on the challenging financial situation but noted that regular conversations are taking place with the Trust.</p>	
<p>Complaints and compliments: One complaint received and being dealt with. One compliment received and will be forwarded to the Clerk.</p>	MG
<p>Analysis of national assessments 2023: MG reminded Governors that the outgoing Year 6 cohort was small consisting of 9 students, making each student 11%. Governors bore this in mind when considering the results. Maths and Reading are both strong, with progress being made in writing. MG advised that the Trust are pleased with the results.</p>	
<p>Targets for national assessments 2024: a larger cohort of 27 children was noted. Targets as follows: Reading 85%; Maths 85% and Writing 70%</p>	

<p>Governors discussed the writing target. MG advised that the Trust has contracted out of county support for English. Questions were raised over Norfolk Moderators and discussion held regarding Norfolk's weak performance in comparison to national averages. It was suggested that this might be due to poor learning behaviour, poor moderation and pupils being less driven in addition to the challenges of a rural community. It was agreed that the key to success was to start early. AV suggested that the school consider working with the Wensum Trust to look at good practice. MG felt this could be a good idea and governors agreed that it would be really useful for teachers to visit schools succeeding in writing.</p>	
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8. GOVERNANCE

	ACTIONS
<p>Completion of Governor monitoring plan 22-23: Discussed. Governors were asked to submit a note of visit after any monitoring and to flag any actions required in order for this to become a more meaningful document. GS and SR will continue to keep the plan up to date.</p>	
<p>Review of SIDP and identify areas for governor monitoring: MG showed Governors the completed 5 year planning document which has been finalised following stakeholder consultation and governor input. MG to circulate.</p>	MG
<p>Training: SN gave an overview of the Trust INSET day held on 5th September which included an analysis of high-quality teaching and what it looks like and supporting children with SEND. SN reported that the training day was very informative, very fast-paced and good feedback was received. The Chair felt that training days are very much a positive outcome from joining the Trust and asked what resources have been made available for staff. SN confirmed that slides, links and a wealth of information had been made available to staff.</p> <p><u>Whole school safeguarding training:</u> SBW reported that this took place on 6th September with several governors in attendance. Regular training updates will be built into the school year.</p> <p>The Headteacher advised that the Trust has bought into The Key for School Leaders, which includes comprehensive training opportunities and is very supportive.</p> <p>Governors were reminded to read KCSIE as required and to confirm on their GovHub profile. Governors were asked to feedback to the GB regarding any training that they have carried out.</p>	ALL
<p>Annual Governance Statement: This will be finalised at the self-evaluation meeting.</p>	
<p>Governors: Co-opted governor: The Chair asked if governors were happy for parent and architect Stephen Howe to be appointed as a co-opted governor to advise on</p>	

the building project. This was agreed. MG advised he is meeting with SH in the next few weeks.	
<p>Monitoring 23-24: The following was agreed: Autumn Term: English# Spring Term: Cornerstones# Summer Term: Cultural capital and transition between year groups.</p> <p>It was agreed the focus of the Annual Monitoring Day would be Inclusion.</p> <p>Governors suggested that English be revisited in the summer term and that data be looked closely at. This was agreed.</p>	

9. POLICIES AND DOCUMENTS

	ACTIONS
<p>The following policies were approved</p> <ul style="list-style-type: none"> • Admissions Policy and PAN of 30 • Supporting Pupils with medical conditions policy <p>Trust policies for information only:</p> <ul style="list-style-type: none"> • Synergy Finance policy • Trust Strategic Improvement Plan 	

10. CORRESPONDENCE WITH THE TRUST

	ACTIONS
<p>Access to emails from overseas: The Clerk advised that email access was no longer available from abroad unless this has been requested two weeks in advance. Governors were asked to contact IT Support.</p>	

11. MEETING DATES AND TIMES INC MONITORING DAY 23-24

	ACTIONS
<p>Meeting dates confirmed as follows:</p> <p>Monday 13th November at 0900 (self- evaluation) to include monitoring of early reading and English Monday 4th December at 6pm Monday 29th January at 0900 Monday 18th March at 6pm Monday 20th May at 0900 **revised date Monday 8th July at 6pm</p>	

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12. A.O.B

	ACTIONS
Ofsted cycle: The Headteacher flagged that the next inspection could be next academic year, and stressed the importance of ensuring everything is in place in the lead up to the next visit.	

With no further business the meeting closed 19:50

Date of next meeting: 13th November 2023 0900 (Self-evaluation)