



**Garras Primary School
Local Governing Committee meeting
Thursday 9th February 2023 at 5pm
at Garras School**

<p>1. <u>ATTENDING</u> :</p> <p>Michael Davidson (Vice Chair) Leona Lugg (via Google Meet) Laura Murgatroyd James Sturges (Head of School) Lisa Williams</p> <p>In Attendance: Pat Nicholas (Clerk)</p>		
<p>2. <u>APOLOGIES</u> :</p> <p>Received and accepted from Nathaniel Hobbs (Chair).</p>		
	<u>ACTION</u>	
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	<p>MD welcomed governors to the meeting.</p> <p>Staff governors declared an interest as paid members of staff. No new interests were declared.</p>	
4.	<u>MINUTES FROM THE 22.9.22 MEETING AND MATTERS ARISING (not on this agenda)</u>	
	<p>The minutes of the meeting held on Thursday 22nd September 2022 were agreed as an accurate record, and signed by the Vice Chair.</p> <p>Matters arising: Item 6: A letter was sent to KP and receipt was acknowledged to PN with thanks. Item 16: The church donated £100 to the school and FROGS purchased costumes for the school's Christmas performance.</p> <p>Actions from the last meeting: None.</p>	
5.	<u>FEEDBACK FROM SPCMAT TRUST BOARD</u>	

	There had been no matters raised at the last meeting.	
6.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS/RESIGNATIONS</u>	
	<p>Rev. Lisa Coupland has completed the Crofty governor recruitment forms, and is now awaiting the next stage.</p> <p>MD informed governors of his intention to step down as a governor at the end of the year.</p> <p>Under the Crofty terms of reference for governors, JS no longer counts as a governor; a staff governor is now being sought.</p>	
7.	<u>HEAD TEACHER'S REPORT</u>	
	<p>JS' report was circulated via Google Drive.</p> <p>The main points discussed were:</p> <p>Q: Do Garras LGC still have any responsibility for Cury?</p> <p>A: No. Cury School is now closed. The meeting heard that the school building is to be used by Nancealverne School for some of its primary aged children.</p> <ul style="list-style-type: none"> ● The school moved to Crofty MAT as planned on the 1st January. SPCMAT will gradually wind up its business side over the next few weeks. ● The school's lease with the Trelowarren Estate is due for renewal in October 2023. The relevant team at Crofty is managing the negotiations. <p>Q: Do we have information on numbers for September?</p> <p>A: There have been 9 first choice applications, but no places have been allocated as yet.</p> <p>Q: Is it appropriate to give out certificates for attendance?</p> <p>A: This is just one measure that is recommended by the EWO (Education Welfare Officer) to help improve attendance. Governors heard that overall attendance is at 96% at present which is an improvement on last year's figures.</p> <ul style="list-style-type: none"> ● The SDP (School Development Plan) has been updated with actions points for staff clearly identified. ● The school will have a visit from their SIP (School Improvement Partner) every term. In addition, there is a SILC (School Improvement Leadership Cycle) visit each term. The Crofty Schools are sorted into groups; Garras is with Godolphin, Parc Eglos and Roskear. Tamsin Lamb, Director of Education, the SIP and the other group heads visit each other's schools on a termly basis. SILC+ visits take place, too, with the additional input from an external partner who is also an Ofsted inspector. <p>Governors shared concerns expressed regarding staff workload and wellbeing, as the SILC visits can take a full day, especially the SILC+ visits. JS will monitor this closely.</p> <ul style="list-style-type: none"> ● FROGS have offered to donate £75 to £100 to the Cornwall Plastic Pollution Coalition visit. ● The school has received very positive feedback following a visit from the Crofty Maths Lead. <p>MD thanked JS for his report.</p>	
8.	<u>SAFEGUARDING (GOVERNOR'S) REPORT</u>	
	<p>There was no report available for this meeting.</p> <p>LL has updated the safeguarding matrix with PN. No significant issues or changes were identified. LL will add the Flick training for governors to the matrix.</p>	

9.	<u>HEALTH & SAFETY UPDATE</u>	
	<p>Covered under item 7; head teacher's report.</p> <p>The 5 yr fixed wiring remedy work will be completed in the half term break.</p> <p>The school has had a number of maintenance/premises/compliance visits since the term started. For example, the security lighting is now on a timer, and the Owlets door will be replaced.</p>	
10.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	<ul style="list-style-type: none"> ● 29.11.22 Maths (NH) ● Safer recruitment training NH - this will be checked. ● Agree schedule for the year - this will be added to the next agenda. <p>Governors received and noted the visit reports as presented.</p>	
11.	<u>FOCUS ITEMS AND UPDATES</u>	
	<p>Crofty governance:</p> <p>There were a number of changes discussed; these will gradually be integrated over the coming weeks.</p> <ul style="list-style-type: none"> ● <i>Frequency of meetings</i> - there will now be two LGC meetings per term. ● <i>Constitution of LGC</i> - a staff governor will be recruited. ● <i>Terms of office</i> - these will now move from 3 years to 4 years. ● <i>Schedule of meetings</i> - an agenda planner for the year is being developed to avoid duplication. ● <i>Governor training</i> - governors will need to complete Tier 2 training. A date will be agreed. ● <i>Network groups</i> - these are currently being developed. ● LGC Chairs meetings will be held every half term, to which clerks and chairs/vice chairs are invited. ● There were plans to repeat the after school club survey, but this is on hold given the move to Crofty MAT. The main issue is financial viability, but JS will have another close look at it in due course. 	
12.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<ul style="list-style-type: none"> ● Monitoring standards by carrying out regular governor visits. ● Monitoring staff wellbeing by keeping in touch regularly with the staff and Head of School. ● Ensuring effectiveness by actively seeking and recruiting new governors. ● Improving skills and knowledge by attending relevant training. 	
13.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	<ul style="list-style-type: none"> ● Governors asked about staff, as there seemed to be a number of new faces in school. There are two new staff who have been recruited in the last year, and there have been a number of supply TAs to cover the current vacancy. ● JS agreed to lead safeguarding training for governors on Thursday 16th March from 3.30-6pm. 	
14.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	

	None.	
15.	<u>DATES OF FUTURE MEETINGS</u>	
	Thursday 9th March 2023 5pm - formal	

<u>SUMMARY OF ACTIONS</u>		
Action	Responsible Person[s]	Date for Completion

The meeting concluded at 6.45pm

Chair's Signature _____ **Date** _____