



STENBURY FEDERATION

Interim Executive Headteacher: Mr M Snow
Chair of Governors: Mrs D Barker



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MINUTES OF THE STENBURY FEDERATION GOVERNORS MEETING HELD VIRTUALLY ON WEDNESDAY, 10th March 2021 COMMENCING AT 5.30pm.

Present:

Di Barker (DB) Chair – Local Authority Governor
Kate Green (KG) Co-opted Governor
Catriona Travers (CT) Parent Governor
Lacey Nicolls (LN) Parent Governor
Angela Dexter (AD) Schools Business Manager
Leigh Mannix Clerk

Nicole Sturgess (NS) Co-opted Governor
Mark Snow (MS) Interim Exec HT – Godshill/C&R
Neil Jackson (NJ) Vice-Chair - Co-opted Governor
Polly Smith (PS) Staff Governor

Vacancies: One: 2 x Co-opted Governor

Key: Challenge, Support, Ring-Fenced, Decision, Action

Item	Minute	Action	By
1	1	DB would get a present and card for AC on behalf of the Governors.	DB
2	5	DB and LM are still to meet to look at the policy schedule.	DB/LM
3	7	NJ would meet with AD to look at simplifying the spreadsheet this would enable everyone to see the exact position the Federation was in.	AD/NJ

1 Apologies & Resignation:

ACTIONS

Apologies: There were no apologies to report.

Resignation: DB reported that she had received an email from Andy Creed, who had tendered his resignation from the Governing board, the underlying issue being his health.

A huge vote of thanks to Andy for the valuable support he had given to the Governors, and for being a great asset.

NJ wanted to personally thank Andy and hoped that Governors would accept Andy as an associate member and give assistance to the finance committee during this time.

All governors were in agreement with AC being an associate member.

DB would get a present and card for AC on behalf of the Governors.

2 Declaration of Interest:

DB declared that she is also a Governor at Barton Primary School to be a link between the Governing Bodies.

KG declared that she is also a Governor at Wroxall Primary School.

It was agreed that there was nothing on the agenda that would require any of those making declarations to step away from the meeting.

3 Order of Business:

As agenda

4 Minutes of the Previous Meeting:

The minutes from the meeting on 27th January 2020 were circulated ahead of the meeting.

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Signed.....Chair/Vice-Chair Date.....

The minutes were proposed by NJ seconded by KG with all in agreement.

5 Matters Arising:

The matters arising were circulated ahead of the meeting and taken as read.

DB thanked AD for looking into changing H&S provider, but for now we would be staying with our current one.

DB and LM are still to meet to look at the policy schedule.

6 Consultation Plan:

DB report (Appendix D) had been emailed to Governors prior to the meeting. The informal consultation had begun and would end on the 19th March 2021. The formal consultation would begin after the local elections.

A meeting had been held with DB, MS, NS (LA), MS (LA) and Gatcombe Parish Council, which had been well conducted, but emotional. There had been a response to the media following an article from the Save our School Group.

Leaflets had been distributed around Chillerton and Godshill, the leaflet itself had inaccuracies, including the numbers of children in both schools. There were no solutions muted in the leaflet.

The Parish would like to defederate and take over the school themselves. The LA would respond when necessary.

The local MP is supporting the group in trying to keep the school open.

The building itself is owned by the LA, Southern water have a vested interest in part, as do the Parish Council.

Challenge:

NJ has the Save our School group suggested how they would pay to keep the school open?

MS explained the budget and how keeping the school open was not sustainable in its present state, no solutions at this time were put forward.

NJ wanted to thank MS and his team for supporting the Governors in the decisions that had been made.

MS requested that governors do not engage with any parents, but steer them to him or DB. Staff at C&R have been made to feel undervalued within the community, which is not the case. The parish council meeting had been very bruising to DB and MS wanted to thank DB as it got very personal. MS said that the process was never going to be easy.

7 Finance Report:

NJ felt the spreadsheet can be refined for further clarity. NJ would meet with AD to look at developing the spreadsheet this would enable everyone to see the position the Federation was in.

KG stated that she likes to see the target % along the top.

AD informed the Governors that the information is predetermined by FMS, but changes can be made and the minuses show up automatically. Columns can be added and removed where necessary.

NJ said that the % would stay at the top.

AD had only produced the budget sheet for Chillerton, as she had found some discrepancies in Godshill's figures that needed checking. There was an issue with the salaries saying 100% spent, but this was not the case. Everything else tallies.

It was suggested that AD contact KW from Barton to look at what he uses.

Challenge:

Q. Would EO1 & EO3 shared costs take us over on the budget?

A. No this would not take us over budget and would be sorted at the end of the month.

NT had been off and supply cover was needed, NT would be back after Easter. LMH had been doing extra work during this time, but MS reported that time in lieu could not be given to LMH, therefore she would have to be paid.

The finance committee to arrange some meetings and organise a calendar, AD stated it would be good to have a new set up in the new financial year and not pick up where others left off.

Updates to be given at the next Governors meeting in April.

NJ reported that the meeting of the redundancy committee, held after the last meeting approved MS suggestions.

Thanks to AD for all she has done and for the support of NJ.

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Signed.....Chair/Vice-Chair Date.....

8 Head Teachers Update:

MS reported that it was great to have the children back and they were buzzing, the parents were happy. It felt quite emotional to see them catching up and playing with their friends. The teams have rallied round to sort out any teething issues. There has been an increase in referrals and safeguarding. The children will be assessed, but there would a gentle approach in which the children won't know they are being assessed. There had been a good uptake on learning during lockdown and parents have supported their children. The staff have been brilliant in keeping the children engaged.

9 Governor Matters:

- a) There had been good feedback from Ofsted, once the report is in then everyone would be informed. DB/NJ had attended the Chairs network meeting and the minutes from this were very helpful. This had been sent to Governors, but would resend if needed. It had highlighted Health & Safety and risk assessments, which is being dealt with. A report from NS on considerations on the welfare and mental health of children as it was not a case of catch up, but moving forward. Governors had been sent details of a virtual SEND seminar, due to take place on the 20th April from 4.00-600pm. Each school being offered two places. MS informed Governors that they could also respond to the consultation and leave any comments they wished to.
- b) Nothing to report under this item.
- c) Nothing to report under this item.
- d) Nothing to report under this item.
- e) Nothing to report under this item.
- f) Nothing to report under this item.
- g) Nothing to report under this item.
- h) The LLPR, the local authorities monitoring and inspection cycle, would be coming into both schools and this was a useful tool for the schools. KG informed Governors that they could send any questions to do with safeguarding to DG.

10 Policies for Review:

The following policies were presented to the meeting:

- Child Friendly Peer on Peer
- Complaints Procedure (LA)
- Disciplinary Procedure (LA)
- Attendance Management Policy & Procedure

The Disciplinary Procedure (LA) would be deferred until the next meeting to source an updated version. The Attendance Policy to note one change, to alter the time from 9.00am to 7.30am for staff to inform school of any absence.

The remaining policies were proposed by DB, seconded by KG with all in agreement.

11 Correspondence:

No correspondence received for consideration.

12 Impact of the meeting

DB felt how well the funds have been managed and that the deficit has not increased and spiralling out of control. Well done.

MS how unreliable the Wifi connections are, and it will be good to eventually get back to normal and have face to face meetings.

13 Date of the Next Meetings:

5.30pm Wednesday, 16th June 2021 to be held virtually.

5:30pm Wednesday, 21st July 2021

There being no further business to discuss the meeting closed at 6.41 pm.

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Signed.....Chair/Vice-Chair Date.....