



Beetham Church of England (Aided) Primary School

Governing Body

Minutes of a Meeting of the Governing Body held via Zoom on Monday 6th September 2021

Present: Mr John Lomax (Chair, Foundation Governor – JL)
 Mrs Abi Johnson (Headteacher - AJ)
 Mr Dennis Wright (Foundation Governor – DW)
 Mrs Vivien Stirrup (Foundation Governor – VS)
 Mrs Dawn Shepherd (Parent Governor – DS)
 Reverend Andrew Norman (Ex Officio Foundation Governor – AN)
 Mrs Kirsty Klijn (Staff Governor – KK)
 Mr Brian Smalley (LA Governor – BS)

Apologies: Mr Chris Christou (Parent Governor – CC)
 Mrs Tess Rowlands (Foundation Governor – TR)
 Mrs Sarah Easton (Foundation Governor – SE)

In attendance: Mrs Sally Coyle (Clerk to the Governing Body – SC)

1. Welcome and Apologies for absence	ACTION
<p>JL welcomed everyone to the meeting. Apologies for absence were received from CC, TR and SE.</p>	
2. Governing Body Membership Update	
<p>JL highlighted the Rachel Wray's term of office as a Foundation Governor had expired and she had decided not to put herself forward to continue in the role. CC had been nominated as a Foundation Governor instead and and, once his appointment had been confirmed, there would be a vacancy for a Parent Governor which would need to be advertised.</p> <p><u>Action:</u> Parent Governor vacancy to be advertised</p>	<p>AJ/SC</p>
3. Governors' Declarations of Interest in Agenda Items	
<p>None declared.</p>	

4. Notification of AOB and Confidential Items	
<p>None raised.</p>	
5. Election of Chair and Vice-Chair for the Academic Year 2021/2022	
<p><i>JL was unanimously elected as Chair for a further year (Proposed: VS. Seconded: KK).</i></p> <p><i>BS was unanimously elected as Vice Chair for a further year (Proposed: KK. Seconded: AN).</i></p> <p>The need to for stability at governance level over the coming year given the ongoing Covid-related challenges and appointment of a new headteacher was discussed.</p> <p>BS highlighted that this would be his last year as Vice Chair and the need to consider succession planning for both roles was again discussed. AN confirmed that he would be willing to put himself forward for the Vice Chair role next year and was thanked by the remaining governors.</p>	
6. Confirmation of Sub-Committee Membership	
<p>In the interests of continuity, it was agreed that there would be no changes to committee membership for the coming year.</p> <p><u>Curriculum and Staffing</u> – VS, KK, TR, DS, AJ, JL</p> <p><u>Community and Welfare</u> – BS, AN, AJ, JL</p> <p><u>Finance and Resources</u> – CC, SE, DW, JL, AJ</p>	
7. Headteacher Update	
<ul style="list-style-type: none"> • A very positive start to the year with all staff warmly welcoming AJ to the school • One case of Covid confirmed and the child had not come into school. All risk assessments had been updated • All staff had completed safeguarding training in view of the latest KCSIE information and the safeguarding policy had been updated and would be presented for governor approval at the next meeting • Values training undertaken at the Inset training event <p><i>Action:- All staff/governors to use school email addresses – please login to Office 365 using Chrome not through Outlook. Contact AJ if any problems</i></p>	<p>ALL</p>

8. Keeping Children Safe in Education (KCSIE) Updates	
<p>Governors' statutory responsibilities in relation to safeguarding were discussed and the significant changes to this year's KCSIE document were highlighted. The need to read the new document "Sexual Violence and Sexual Harassment between Children in Schools and Colleges" was also highlighted.</p> <p>Action:- All governors to confirm that they have read the latest documents and updates emailed by SC. Follow up governor training to be undertaken at the next FGB meeting. NGA Learning Link Safeguarding – The Governor's Role e-learning module also to be completed</p>	ALL
9. NGA Code of Conduct 2021	
<p>Governors unanimously agreed to abide by the NGA Code of Conduct (Proposed: JL. Seconded: DW)</p>	
10. Forms for Completion – NGA Skills Audit/Self Declaration Form/Register of Pecuniary and Personal Interests Form	
<p>Action:- SC highlighted the need to return completed forms to her</p>	ALL
11. Any Other Business	
<p>None raised.</p>	
12. Confidential Items	
<p>None.</p>	
13. Dates of Future Meetings for the Autumn Term	
<ul style="list-style-type: none"> • Committees – 29.09.21. and FGB – 05.10.21. 	

Signed: (Chair)	
Date:	