

School Name		Meeting of:		
Sacred Heart Catholic Primary School (312)		Local Governing Board		
Date/time	6 <sup>th</sup> July 2022 @ 6pm at school ( and via ZOOM)	Present:		
		Mr D Timson (DT) - Chair Mrs M Fusi (HT) Mr F.Lintott (FL) Fr..C.Cahill (FrC) Mr D Geer (DG) via Zoom Mrs I Getley (IG)		
		Others in Attendance:		
Agenda Item		Action	By Whom	By When
1. Opening Prayer			Fr.C	
2. Apologies were accepted from:				
<ul style="list-style-type: none"><li>Mrs J.Dowd (JD), Mr.M.Payne (MP), Mr O Jina (OJ) and Mr.J,McIntyre (DHT)</li></ul>				
3. Conflict of Interest /Register of Pecuniary interests				
<ul style="list-style-type: none"><li>Governors were reminded of the need to declare any conflict of interest relating to items on the agenda and withdraw from the meeting for that item.</li></ul> <p>“All governors are reminded that if they are aware of any personal interest or relationship that could reasonably be regarded as affecting their consideration of any matter dealt with at the meeting, they should inform the Chair and declare it. In keeping with the expectations of Ofsted and the Audit Commission, schools are recommended to give effect to this by establishing a ‘Register of Business</p>		No declarations made.		

Interests'			
<p><b>4. Composition of the Local Governing Board</b></p> <ul style="list-style-type: none"> <li>The Chair reminded the LGB that vacancies exist for 5 Foundation Governors. It was agreed to continue to run advert in Parish News and HT would consider any additional Catholic parents in school who might be willing to serve on LGB.</li> </ul>			
<p><b>5. Minutes of previous LGB Meeting</b></p> <p><b>LGB Meeting held on Wednesday 18th May 2022</b></p> <ul style="list-style-type: none"> <li>The GB accepted the minutes of the LGB meeting, Wednesday, 18<sup>th</sup> May 2022 as presented</li> </ul>			
<p><b>6. Matters Arising from Previous LGB Meeting</b></p> <ul style="list-style-type: none"> <li><b>Item 10: Academy Update</b> – Chair reported that as per LGB request he had asked Trust for CEO to visit to answer questions raised in consultation document but this had been refused by Chair of Trust stating that 2 Trust Directors would visit to talk through document. At present no feedback has been forthcoming. It was noted that yet again the Trust /LGB Chairs meeting was cancelled.</li> </ul>			
<p><b>7. Finance Committee update</b></p> <p>Having circulated the detailed finance update to the LGB in advance of this meeting the Chair of the Finance Committee outlined the latest budget position which shows the projected carry forward is now circa £82K compared to £76K last time. This was mainly due to an extra £2k income from the Local Authority (Higher Needs Funding) and a reduction in salaries we had anticipated coming through last time.</p> <p>The proposal from the Diocese to link schools Governor accounts was discussed and the Chair of</p>			

<p>Finance was asked to check with the Diocese that our school funds would be ringfenced.</p> <p>It was requested the HT seek a rebate from HfL regarding no secretary being provided to take the minutes.</p>			
<p><b>8. Budget 2022/23</b></p> <p><b>The chair of Finance reported that in the absence of a response from the Trust to the questions we have raised , we have not been able to make any progress on this subject. If, as now seems a possibility , the implementation of the new central financial model is delayed then this should reduce our top slice MAT contribution – the HT was asked to check this with the Trust –any reduction improving our budget situation.</b></p>			
<p><b>9. Headteachers Report</b></p> <p><b>The HT explained the rational behind the new format of report presented to standardise reporting throughout the trust.But also explained that the RAG status reporting would take time to become meaningful</b></p> <ul style="list-style-type: none"> <li>• <b>Attainment.</b> Year 6 SATS the results were better than the TA had predicted and better than the National Average.The LGB recorded a congratulations to all staff.</li> <li>• </li> <li>• <b>Staffing.</b> One member of staff has currently been off sick for the past 2 weeks and it is unknown how long this will go on for</li> <li>• <b>Staff Wellbeing.</b> The results of the recent survey were discussed and it was agreed to publish them to all staff prior to term end and then early in new term to hold fully discussions with staff to follow up on comments.</li> <li>• <b>Parent Survey.</b></li> </ul>			

<ul style="list-style-type: none"> <li>○ The survey this year was on line and therefore the response was well down on previous years .where it was handed to parents by governors to fill in at parent evenings.The responses did throw up a number of parent concerns which will be addressed over the the next term.</li> <li>○ Immediate action is to include on every parent newsletter contact details of LGB.</li> <li>○ LGB governors will attend start of term event 7<sup>th</sup> September</li> </ul> <ul style="list-style-type: none"> <li>● <b>Safeguarding</b></li> <li>● The Single Central Record, the central record of the safeguarding checks that have been carried out on all staff and other relevant people together with personal files, were inspected and found to be complete, up to date and in good order</li> <li>● <b>Metacognition Report.</b></li> <li>● Mr.McIntyre sent to all governors a comprehensive update on Metacognition and the actions that have already taken place and those yet to be implemented. He also attached a very useful Metacognition Pupil Voice from June highlighting how it had be received by all year groups. .He said he would further elaborate on the paper at the next LGB meeting.</li> <li>● <b>Premises</b></li> <li>● A recent report under taken by Michael Merrill of Baker Associates regarding a CIF review &amp; Risk Contingency planning was discussed and approved</li> <li>● Parent Survey : It was agreed there would be a communication to parents in the newsletter next term</li> <li>● Staff Survey : To be circulated and SLT to review next term</li> </ul>			
<p><b>10. Academy Update</b></p> <ul style="list-style-type: none"> <li>● The Chair reported that our comments and questions submitted to the Trust. At the time of this</li> </ul>			ASAP

meeting no response has been received., It was noted that the start of term Head teachers mass had also been cancelled..			
<b>11. Approval of Policies</b>  Having being circulated in advance of this meeting, the following Policy was agreed unanimously by the GB:  <b>Admissions Policy 2024-2025</b>			
<b>12. AOB</b>  A brief discussions was held regarding the 2023 50 year celebrations but further discussions will happen next term onwards.  Governors wished to thank all school staff for their amazing support this challenging year and agreed to fund a £20 M&S voucher for all .			
<b>13. Date of next meetings</b>  <b>Local Governing Board</b>  <b>To be circulated by the HT</b>  Meeting Closed at 7.30pm			

Signed as a true and accurate record of the meeting dated

6<sup>th</sup> July 2022\_\_\_\_\_Date \_\_\_\_\_