

School Name Sacred Heart Catholic Primary School (312)		Meeting of: Full Local Governing Board		
Date/time	Wednesday 28 June 2023 @ 6pm in School	Present: Mr D Timson (DT) - Chair Mrs M Fusi (HT) Fr C Cahill (FrC) Mr D Geer (DG) Mrs I Getley (IG) Mr F Lintott (FL) Mr J McIntyre (DHT) Mrs K O’Boyle (KOB)		
		Others in Attendance: Mr T Stacey (Clerk)		
Agenda Item		Action	By Whom	By When
1. Opening Prayer				
2. Apologies were accepted from: • Mr M Payne (MP)				
3. Conflict of Interest /Register of Pecuniary interests • 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.		No declarations made.		

<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 Interests’</p>			
<p>4. Composition of the Local Governing Board</p> <ul style="list-style-type: none"> Mr David Geer, Foundation Governor tendered his resignation with effect from the close of this meeting, 28 June 2023. The HT and Chair on behalf of the School and Governing Board wished to place on record their thanks for his long service and especially his diligence in monitoring the finance and budget setting process. 			
<p>5. Minutes of previous meetings</p> <p>FLGB held on Wednesday 24 May 2023</p> <ul style="list-style-type: none"> The GB accepted the minutes of the FLGB Wednesday 24 May 2023 as presented 			
<p>6. Matters Arising</p> <ul style="list-style-type: none"> Minute Point 11 – Setting up a Parents What’s App Group - Ongoing 	Parents What’s App Group	KO	ASAP
<p>7. Safeguarding Update</p> <p>The HT confirmed:</p> <ul style="list-style-type: none"> The Single Central Record is complete and up to date No additional Child Protection concerns No additional Children in Need identified 			

<ul style="list-style-type: none"> • DSL has received additional training. • Fence: Will be repaired in the Autumn term • FrC Safeguarding Certificate updated by DoW • Roblox. Email sent to parents to help them decide on the merits and dangers of this gaming platform • The “2 Johns”. Training will be offered using the '2 John's' which seeks to change everyone's approach to Online Child Exploitation and better enable them to deal with the very real modern-day risks. 			
<p>8. Finance Update</p> <ul style="list-style-type: none"> • Financial Review - As reported previously in period 7 income is up by c£16k due mainly to the Mainstream Schools Additional Grant (MSAG) for this financial year and insurance recovery. This is offset by additional expenditure of c£12k due mainly to the cost of tree surgery, some £15k to £16k in the current financial year alone. The in-year deficit is currently c£31k (c£26k) however, the carry forward is still a healthy c£134k. and expected to stay in the region of this figure until year end. • Budget 2023/24 – As at the time of this meeting there has been no news from the Trust on our budget submission for the next financial year. • Bank Balances - the Governors Fund currently has a balance of £18.9k and the School Fund has a balance of £12.3k. With regard to the Governors Fund, the GB were reminded that having won the funding for the fencing upgrades, we will have to contribute 10% or c£8k from that fund. • In respect of the cost of the marquee hire for the recent anniversary celebrations, this will be met from the School Fund following a very generous donation from the Church for which Governors wished to record their thanks to Fr Charles for this help 			

<p>9. Headteachers Report</p> <p>Headteacher Report for LGB meeting 28 June 2023. Circulated to all Governors in advance of the meeting, the HT highlighted various areas and invited questions.</p> <p>Matters Arising</p> <ul style="list-style-type: none"> • Attendance. 94.7% (National Average 90.3%). • Suspensions/Exclusion. None since last report 24 May 2023 • The HT on behalf of the School, wished to place on record its thanks to FOSH for raising £4,400, an outstanding effort. The Chair also wished to record the Governors thanks for the tremendous amount of hard work that went into raising such an amount. • In response to a Governor question asking if the School has a policy on Gender ID, the HT confirmed that at the present time it does not. However, we are working with the DoW to develop a sensitive and appropriate approach for children of primary school age. Q. Would it be a good idea to discuss this topic at staff meetings? A. Yes, it will once a policy has been agreed and approved. • 			
<p>10. Academy Consultation Update</p> <ul style="list-style-type: none"> • The consultation for LGBs to consider the consultation materials, namely proposed Terms of Reference, Scheme of Delegation, Constitution, Schedules of Business and associated documentation which gives our Strategic Direction for the 3 years, has now concluded. • A Summary of the April 2023 Consultation with LGBs regarding Trust Documentation and Strategic Direction main findings was shared with Governors. It concluded “Overall, LGBs seem to be supportive of the direction of travel and the provision of greater clarity around the roles of 			

governors, directors, exec and headteachers”

- Proposed Next Steps: (the next part to the end is for reference only and lifted directly from the summary of the consultation document)

Given the LGB feedback is as above, and that the Heads are positive about the proposed way forward, we should now proceed to adopt the documentation subject to the following actions:

- a. There is a continued considerate and supportive disposition from everyone regarding the pace and depth of change for Heads, LGBs, Directors and the Exec.*
- b. Address and ease the workload and any arising concerns by working with Heads in June / July to develop proforma/templates that make the ‘tasks’ within the SoB as easy as possible for Heads & LGBs.*
- c. Appoint a PSIEH/PSIEHs from June in order to lead ‘b’.*
- d. Meet with Clerks to explain the documentation and how LGBs and Heads will need their support to action the Schedules of Business and arising agendas.*
- e. Before the end of July, I should offer a visit to each Head & Chair to go through the answers to each question in the consultation response; I expect I can give a very reassuring answer to most of the questions, and that a discussion in the first instance would be a most helpful way of building on effective communication, in turn following on from the written documentation and verbal presentation already given.*
- f. Directors ensure the agenda for the Local Chairs and Directors biannual meetings (10th October 2023 & 1st May 2024) gives the opportunity for ‘training’ and sharing views from LGBs about how things are going with the new plans / documentation. Also provide opportunities for Chairs to ask any consultation questions / new questions / residual questions that Chairs feel haven’t been adequately addressed by this brief response or the more ‘lived experience’ of the documentation to date at that point.*
- g. I need to continue to ensure the Headteacher Resilience Programme and Headteacher meetings during 2023/24 give Heads ongoing and repeated room to express their feelings about progress to date, and identify any actions / changes that they feel are needed. Supporting Headteachers is something that is presently going well (as evidenced in evaluations and the research project) but remains a key priority. Continuing opportunities like anonymous feedback for Heads, anonymous research into Heads’ disposition, as well as Heads’ meetings (without the Exec from time to time) and Heads being invited to Directors’ meetings should help ensure their invaluable voices remain*

<i>amplified and listened to.</i>			
11. Chairs Report <ul style="list-style-type: none"> The Chair announced his intention not to stand for re-election in the next School year. However, he is prepared to remain as Governor to ensure a smooth transition. 			
12. AOB <ul style="list-style-type: none"> Governor Visits <ul style="list-style-type: none"> Art and DT 26 June 2023 FL (See Report for details) Music 			
13. Date of next meetings <p>Full Local Governing Board</p> <ul style="list-style-type: none"> 19 Sept 2023 21 Nov 2023 30 Jan 2024 12 Mar 2024 21 May 2024 25 Jun 2024 <p>Unless otherwise advised, all meetings will be in School and start at 6pm</p> <p>Meeting Closed at 7pm</p>			

Signed as a true and accurate record of the meeting dated

28 June 2023 _____ Date _____