



burner' for some time as it is quite likely that the Chair and Secretary will be leaving the Committee next time, therefore the initiative has been handed to AJ as Vice-Chair. He has also gained some experience of what is involved as he is pursuing the same status for a personal venture. There will be a requirement for 6 Trustees and the suggestion is that these would comprise the P.T.A. Chair, Vice-Chair, Secretary and Treasurer and two governors from LAMPS. AJ explained that a Trustee of the Charity would be responsible for the running of the P.T.A. in much the same way that a governor is to school. If two volunteers came forward, AJ suggested at this stage all 6 potential trustees would meet to discuss the initiative in detail.

A governor asked what the benefits to the P.T.A. would be. AJ advised that it would mainly be financial gain - the P.T.A. would be able to invest money for profit, without the risk of being taxed and trade on behalf of the charity. Also they would qualify for Gift Aid on any donations and monies raised, and would be eligible to apply for 'pots' of money' earmarked for charities only.

A governor with some experience in the issue advised that care was needed to be taken in that schools and educational establishments were excluded from applying for charitable status.

Another governor asked whether trustees would be liable for any losses of money, for instance when a treasurer at playgroup had stolen funds. AJ explained that a trustee would be protected under the Trustees Act, in as much as so long as they could demonstrate that they had fulfilled their duty of care, they would not be liable for any losses. For instance when investing money a trustee must take proper financial advice, then they would not be liable for any subsequent losses.

AJ suggested that if two governors were willing, the next stage would be an in depth discussion with all 6 potential trustees, and when a governor enquired about time scale, AJ advised he would like it to be as soon as possible.

All governors agreed in principle but decided to discuss it further at the appropriate stage in the agenda. AJ left the meeting at 1925hrs.

#### 53. DECLARATION OF INTEREST

The Chair requested that governors declare any vested interest in any Agenda item, or any amendment to their recorded 'Declaration of Interests'. None declared.

#### 54. GOVERNOR ELECTIONS

The Clerk informed the governors that the new parent governor who had been introduced at the commencement of the meeting had been appointed. The Clerk also reminded the governors that the next term of office to expire was that of C Humphreys on 27.01.07, and further advised them of the procedure to be followed. A letter from the Governor Support Team would be issued in due course.

ACTION C PARTRIDGE

#### 55. HEAD TEACHERS REPORT

A copy was circulated to all present and DGB read through it. The following update was added to the Extension report: The builders had been to replace the railings removed from the area of playground adjacent to the road and they had measured up to put railings on the low wall next to the entrance. The 'snagging' meeting may be delayed due to the architect suffering a very recent bereavement.

#### 56. FINANCIAL REPORT/BUDGET UPDATE

As mentioned in the Head Teachers Report, LAMPS has been unable to pay the builder as the final snagging meeting has not yet taken place, this means that there is a large amount of money earmarked for the project, still sitting in the budget. This must be spent before the year

end due to the 8% of surplus carry forward rule, although DGB did think that LAMPS would not be penalised for this as in effect the money has been spent, we have just been unable to facilitate the actual payment through no fault of the school. The remaining surplus is being gradually spent on items previously discussed. A discussion took place and a suggestion put forward that another interim bill be requested for more of the money leaving a smaller retention for snagging. All governors agreed this was a good way forward, T Dalziel to chase the Architect to arrange. ACTION: T DALZIEL

DGB further advised that in early December, all salaries were matching the budget, and that he was in receipt of a further printout to update, which he would be doing the following day.

Another item causing a delay in spending was the delay by Capita in resolving the repair to the boundary wall, this needs to be carried out prior to the resurfacing of the Foundation Stage Playground.

#### 57. INVESTORS IN PEOPLE - IIP

As governors are aware, LAMPS has been involved with IIP for some 2« years (initially prompted by suggestions from School Inspector/Advisors), therefore DGB has applied for accreditation. A visit from the assessor Mr. Ian Hartley will take place on the 30.01.07, when he will talk to staff, DGB and the Chair of Governors. (TD has arranged to do this via telephone as he will be away on the date of the visit. DGB would like another couple of governors to be available if possible. PB and AP can both be available. DGB explained that the assessor will be looking at how LAMPS enables people, he has therefore invited Tracey Garnett to come back as she is a prime example of undertaking a degree whilst at LAMPS and also becoming an HLTA; Nicola Goulding has also been invited to return. Karin Thompson and Vicki Aston will also be interviewed. There are various standards for IIP and if there are any shortfalls LAMPS will be issued with an action plan to help address them, this also therefore acts as another tool in the self-evaluation process.

#### 58. P.T.A. CHARITABLE STATUS

Following on from the initial discussion at the beginning of the meeting, some governors expressed concern whether the P.T.A. members had been properly informed regarding their liabilities in becoming trustees. A governor offered to get material on the topic which will be circulated to all via the Clerk.

ACTION: C HUMPHREYS/  
C PARTRIDGE

It was also suggested that the P.T.A.'s liability for Corporation Tax would be negligible, but endorsed that qualification for Gift Aid would be a big boon. All governors agreed that they wholeheartedly wished to support the P.T.A., but qualified it with a need to ensure that everyone is fully informed. At the next meeting of the governing body, after reading any material supplied, the governors will decide on a course of action.

ACTION: ALL GOVERNORS

#### 59. NEW GUIDELINES FOR LITERACY AND NUMERACY

As discussed at the last meeting new guidelines for literacy and numeracy have now been published. DGB has been on the first two of six training sessions. The previous strategies were very prescriptive with not much room for manoeuvre, they have now been 'loosened' up somewhat. In the past they were difficult to follow, now the work can be blocked and it can be done more or less whenever it is most relevant.

For instance if Greeks are being covered in History in the autumn term, Myths and Legends can be done in the same term, when more appropriate, rather than having to wait until the prescribed summer term. There is an emphasis on seeing numeracy and literacy in context rather than as isolated subjects. The biggest problem is getting all staff onboard for the new framework, which has to be accessed on-line. DGB would like to propose to the governors that VS and SS have a day each to familiarise themselves with this, and also suggests that they do this together.

Following on from this DGB, VS and SS would do a twilight session working on the introduction

of the new strategies, and then subsequently involve the TA's. DGB also informed that the attainment targets were much less wordy, having been considerably slimmed down.

DGB requested that the governors with special responsibility for literacy and numeracy also take an interest.

ACTION: S FLEMING/  
M BROWN

All governors agreed to this course of action.

#### 60. TERMS OF REFERENCE FOR COMMITTEES

The Clerk reminded that the annual review of the above had commenced and that Building & Resources and School & Community had been undertaken at the previous meeting. Those for Staffing & Curriculum were discussed and amended accordingly, (updated copies will be circulated once the final review has taken place). All governors agreed that the vacancy on the Staffing and Curriculum Committee would be filled by A. Grace.

Regarding the lack of Terms of Reference for the Performance Management Committee, and the difficulty experienced in trying to find a model to adopt, DGB would try and pursue this at the next training session regarding the new Performance Management Legislation. A new/modified Performance Policy will also be required.

ACTION: D BARLOW

At this juncture other vacancies on the committees were highlighted, and G. White agreed to fill the vacancies on the Pay Review, Staff Dismissal, Pupil Discipline, Admissions, School & Community and Appeals/Complaints Committees.

#### 61. S.E.F.

DGB drew the attention of the governors to the report of the School Improvement Officer, which had been circulated with the agenda, specifically the section on the SEF, and gave the following explanations/interpretations to each of the bullet points:

- writing to the subheadings in each section - be a bit more distinct, ensure the questions are answered, rather than lists
- providing quantitative evidence wherever possible - ok
- making an explicit judgement, then providing the evidence as support, rather than listing activities and achievements which leave the judgement implicit - explain what the children actually got out of the various activities/visits.

DGB will look through the S.E.F. with 'new eyes' and bring any alterations for governing body approval/discussion.

#### 62. SCHOOL IMPROVEMENT PLAN

No specific updates, however the report of the LSIO above was referred to, and after discussion a governor suggested adding a page at the back which would be an empty box where thoughts for future consideration could be collected. All governors agreed this was a good idea, and could form part of the 'skeleton' for the next plan.

#### 68. BETTER WAYS TO SCHOOL

CH referred to the email, which had been circulated prior to the last meeting, and explained that the work had been booked for May 2007. This would include repainting the tarmac, improved signage, with an extra speed sign being requested. The governors had been asked to monitor the situation and feedback to Mr. G. Wheelhouse.

#### 64. GOVERNOR VISITS - UPDATE

TD visited 15.01.07; PB came to and was involved in a school assembly. All governors had

visited the school plays prior to Christmas.

65. GOVERNOR TRAINING

The Clerk highlighted the course regarding the new Performance Management legislation - CP  
to copy the information to TD, PB & CH ACTION C PARTRIDGE

JD and GW expressed an interest in the New Governor Day Conference

AP is booked on the next termly briefing, CP to check dates and will attend if possible.

66. TEACHING ASSISTANTS REPORT

No formal report. KT continuing with Reading Intervention course, VA is to attend a 4 day induction for Teaching Assistants.

67. SCHOOLS COUNCIL

The council has opened the Suggestion Box; these are to be looked at by staff.

68. A.O.B.

1. A governor mentioned the seemingly ever-frequent occurrence of head lice in the last few months, could anything more be done? DGB stated that every time head lice were reported a letter was sent home, of course not all incidence's are reported. The School Nurse has offered to do a head lice talk, which can be used as an educational awareness session - not all parents have seen/had experience of dealing with a lice infestation. This will be arranged.
2. A resident of Marton, who is an employee of Carillion, has mentioned that they have some money to give to schools in the form of work. This could be maintenance or replacement of worn items. The amount is thought to be up to £2K.
3. see Confidential Items
4. see Confidential Items
5. A statutory training session on Race Equality is being held at LAMPS for staff on Monday 29.01.07 from 15:30 to 17:00, and DGB would like to extend an invitation to any governor who can attend. Playgroup staff are also invited. The session will be taken by Wendy Ridley.

69. CONFIDENTIAL ITEMS

See addendum.

70. DATE OF NEXT MEETING

MONDAY 19th March 2007 - 1900hrs at LAMPS.

The meeting closed at 21:00hrs