

MINUTES OF A MEETING OF THE GOVERNING BODY

HELD AT LINDAL & MARTON PRIMARY SCHOOL

ON MONDAY 30TH NOVEMBER 2009

(POSTPONED FROM 24TH NOVEMBER 2009)

Present: L Phelps, P Bishop, M Brown, T Dalziel, S Fleming,
C Humphreys, A Postlethwaite, V Smith, G White.
A Grace (from 7.10pm)

By Invitation: Members of the School Council (comprising:
Sam Brown, Leah Clough, Callum White & Olivia Doherty

T Dalziel took the Chair.

19. SCHOOL COUNCIL

Members of the School Council were welcomed by the Governing Body. The School Council were in attendance to update the Governing Body on recent events regarding their fundraising etc and reported the following:

Michaelmas Fair - 13th November 2009

People donated crisps and sweets which went into a Raffle. Tickets were sold and a total of £103 was raised.

The School Choir attended the Michaelmas Fair and sang very well; but said: "We were sad that Sarah Hoekstra is leaving us!" The Choir managed to raise £35 for the Residential Fund with a hope to be singing at the forthcoming Senior Citizens' Christmas Party on 5th December.

Children-in-Need - 20th November 2009

Pupils were asked to "Dress Spotty" for the day. Children were also asked to bring in a plain coloured T-Shirt which they could then decorate on a Pudsey Bear theme. A total of £90 was raised.

Residential Trip

A container is to be placed in school so that any loose change can be donated towards the Residential Trip. At the beginning of March the money will be counted to see how much money has been raised.

20. APOLOGIES

Apologies were received, and accepted, from J Dalziel.

A Grace arrives at 7.10pm

21. MINUTES OF PREVIOUS MEETING HELD ON 28TH SEPTEMBER

All Governors agreed that they were a true and correct record of the meeting.

22. MATTERS ARISING

3.122 & 55.8 Road Markings / Speed Limits

With regard to the road markings and speed limits currently outside the school:

T Dalziel stated that he had not, as yet, been in contact with a Local Councillor or M.P. to try to gain their support for a reduction in the current speed limit to 20mph. However, he would endeavour to make contact with Gary Thomas (Capita Symonds) as a follow-up to previous communications between Mr Thomas and Mr Barlow.

ACTION: T DALZIEL

C Humphreys wondered if we could encourage parents to park at the Green and walk up to school or, if a “Walking Bus” could be organised. Following discussion, it was decided that, whilst this would be ok for pupils living in Lindal, it would not be practical for pupils living in Marton.

It was felt that this whole matter was taking far too long and, with this in mind, C Humphreys stated that she would try to attend the next meeting of the Parish Council to try to gain some support from them and also to voice our disapproval/frustration with Capita and the handling of the whole situation.

ACTION: C HUMPHREYS

It was discussed as to whether we could employ a “Lollipop Person” for one hour per day to see children safely across the road, as the school gates open right out onto the road, making it potentially hazardous. Regulations are to be looked into regarding the hiring of a “Lollipop Person”.

ACTION: L PHELPS

53.2 Policy of Financial Delegation

Our “Policy of Financial Delegation” was presented at the FMSIS Audit on 26th February 2009 but not to the approval of the FMSIS Auditor and therefore needs updating.

MATTERS ARISING (Continued)

Statement of Internal Control

L Phelps said that she had asked S Foote to dig out details from the Financial Procedures Manual as they all require approval by the Governing Body. L Phelps said that they all appear to be the same as last time apart from name changes.

APPROVED: T DALZIEL

63. FMSIS Action Plan

3.2a School unable to carry out benchmarking data due to non-availability of data on website.

L Phelps stated that she has been onto the website and will complete the necessary details in due course.

ACTION: L PHELPS

97. School Council

The School Council now meet on a regular basis. See also Item 19.

98.1 School Mobile Phone

L Phelps stated that she has yet to purchase a “pay-as-you-go” mobile phone for use on school outings but would do so in due course.

ACTION: L PHELPS

13.2 CRB Checks

L Phelps circulated Disclosure Request Forms to all Governors with a request that they be completed, signed and returned to her as soon as possible.

23. DECLARATION OF INTEREST

The Chair requested that Governors declare any vested interest in any Agenda item, or, any amendment to their recorded ‘Declaration of Interest’.

There were none received.

24. GOVERNOR ELECTIONS

- 1) A Postlethwaite's term of office expires on 5th January 2010 and was asked if he would like to continue in his role as a LEA Governor. A Postlethwaite said that whilst he would be happy to continue (obviously with the approval of the Governing Body) but said he also appreciates that the Governing Body may also like to appoint someone new.

ALL GOVERNORS AGREED that they would be more than happy for him to continue in his role, should he choose to do so.

- 2) P Bishop's re-appointment as a LEA Governor was confirmed at a meeting of the Barrow Local Committee on 21st September, and will last until 21st September 2013.

25. HEADTEACHER'S REPORT

Copy of above circulated to all present and L Phelps read through it.

26. BUILDINGS

This item was covered in the Headteacher's Report.

27. FINANCE REPORT / BUDGET UPDATE

See Confidential Items.

28. S.E.F.

See Confidential Items.

29. SCHOOL IMPROVEMENT PLAN

This item is to be deferred to the next meeting.

30. POLICY OF CHARGES & REMISSION OF CHARGES FOR SCHOOL ACTIVITIES - ANNUAL REVIEW

No changes from last year; basically need "rubber-stamping" and signing by the Governing Body.

AGREED: ALL GOVERNORS

31. GOVERNOR VISITS - UPDATE

- P Bishop - visited to listen to pupils' reading.
- also attended to help interview for two Midday Supervisors; who will be starting work next Monday (7th December, 2010)

P Bishop, M Brown and T Dalziel all visited on Friday, 27th November, and watched the performance of Eduardo Sanchez (Acrobat and Mime Artist).

32. GOVERNOR TRAINING

- 1) L Phelps asked whether A Grace had received all the necessary, recent training on Safeguarding. A Grace responded that she has, and that she also receives Safeguarding training through her employer and has a Multi-Agency Level of 1 & 2. A Grace also stated that she should have attended a two day Training Course run by the County Council on Child Safety & Safe Recruitment but that it had been cancelled.
- 2) L Phelps said that she had just attended a recent Level 2 Safeguarding Course and feels it a good idea that both Governors and members of staff have basic training in Safeguarding. L Phelps said that she would enquire about new training courses.

ACTION: L PHELPS

33. TEACHING ASSISTANTS' REPORT

As J Dalziel was absent from the meeting, there was no Teaching Assistants' Report available. However, the following was reported by L Phelps:

Karin Thompson had broken her arm and had just returned to work following a period of absence. The remaining Teaching Assistants had offered to "double-up" to help Karin until she reached full recovery. L Phelps said how pleased she was to have Karin back at school and also how pleased she had been with the Teaching Assistants offers of help.

34. SCHOOL COUNCIL

Previously covered under Item 19 and also under Matters Arising Item 22.97.

35. ANY OTHER BUSINESS

- 1) GOOGLE

S Fleming presented a cheque to the value of £61.58 received from Google for advertisements placed on our website.

ANY OTHER BUSINESS (Continued)

2) **KIDSAFE UK**

L Phelps explained that Kidsafe UK provide a programme looking at raising children's confidence and self-esteem. They also deal with issues relating to abuse, bullying and cyber-bullying.

It has been arranged for Kidsafe UK to come into school for five consecutive weeks (beginning Friday, 8th January).

Over the five weeks they will be offering workshops for both children and parents/carers regarding Child protection.

The Kidsafe Programme is being funded by "Northern Rock Foundation".

36. CONFIDENTIAL ITEMS

See Addendum.

37. DATE OF NEXT MEETING(S)

Full Governing Body - Monday, 25th January, 2010; at 7.00pm.
Finance & Buildings - Friday, 8th January, 2010; at 1.00pm.

The meeting closed at 9.20pm.