
School: Trent Rylands Federation
Meeting title: First spring term meeting of the governing body
Date and time: Thursday 16 January 2020 at 6.00pm
Location: At the school

Membership
'A' denotes absence

Mr S Williams
Mr J Wynn
Mr J Harper- staff governor
Mrs J Moss – Executive Head

In attendance

Mr D R Allen (clerk to the governors)

A Mr C Aldridge – prospective co-opted governor
Mrs D Bagley – prospective co-opted governor
Mr C Jones– prospective co-opted governor
Mr A McPherson – prospective co-opted governor
Mrs K Naylor – prospective co-opted governor
Mrs L Sharples – prospective co-opted governor
Mrs L Shepherd – prospective co-opted governor
Mr D Todd – prospective co-opted governor
Dr G Williams – prospective co-opted governor

A Councillor Mrs K Foale – prospective co-opted governor

A Mr M Jackson -prospective LA governor
Mrs J Barratt – prospective associate member
Mrs S Osborne - prospective associate member
Mrs C Turner - prospective associate member

GB/01/20 Apologies for absence Action

Apologies for absence were received from Mr C Aldridge (family commitment), Councillor Mrs K Foale (work commitment) and Mr M Jackson (on holiday)

It was

resolved

that the governing body consent to these absences.

GB/02/20 Declaration of interest – for appointment of governors

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

GB/03/20 Review of membership

- Appointment of LA governor.

Mr M Jackson had been approved by the LA as an LA governor. The meeting formally approved his appointment to this governing body.

- Appointment of co-opted governors

Mr Aldridge, Mrs Bagley, Mr Jones, Mr McPherson, Mrs Naylor, Mrs Sharples, Mrs Shepherd, Mr Todd, Dr Williams and Councillor Mrs Foale had all been invited to attend the meeting with a view to their appointment as co-opted governors.

The meeting agreed that their past experience as governors, along with their range of skills would be invaluable assets to the governing body.

The above were therefore formally appointed to the governing body.

- Appointment of Associate members

The meeting agreed that Mrs Barratt, Mrs Osborne and Mrs Turner, all heads of school, would bring separate areas of expertise to the governing body.

They were therefore appointed as associate members.

GB/04/20 RP1/RP2 and Code of Conduct

RP1/RP2 and governor Code of Conduct forms were signed by all present at the meeting.

Executive Head to ensure three absent members signed these.

EH

GB/05/20 Determination of term of office for chair and vice-chair

Following discussion, the meeting agreed that the chair and vice-chair should be elected in alternate years.

Thus, the chair to be elected for 5 terms and the vice-chair for two term. Following on from this, elections to be held every two years (chair one year, vice-chair the next).

GB/06/20 Election of chair

Mr C Jones was proposed and seconded for the position of chair. There were no other nominations.

It was

resolved

that Mr C Jones be appointed as chair of the governing body.

GB/07/20 Election of vice-chair

Mrs L Shepherd was proposed and seconded for the position of vice-chair. There were no other nominations.

It was

resolved

that Mrs L Shepherd be appointed as vice-chair of the governing body.

GB/08/20 Completion of duties of the Trent Vale Infant and Nursery School and Beeston Rylands Junior School Governing Bodies

- Approval of minutes of the Trent Vale Infant and Nursery School autumn term minutes

These were formally approved by the meeting and signed by the chair.

- *Review of actions from the above*

All actions had been completed.

- Approval of minutes of the Beeston Rylands Junior School autumn term minutes

These were formally approved by the meeting and signed by the chair.

- *Review of actions from the above*

All actions had been completed.

- Approval of minutes of the JCC autumn term minutes

These were formally approved by the meeting and signed by the chair.

- *Review of actions from the above*

HR are currently sorting the salary matters of the Executive Head and three heads of school.

All other actions had been completed.

- Final report from the Trent Vale Infant and Nursery School governing body.

Report on how Trent Vale Infant and Nursery School Governing Body has discharged its duties in preparation for federation with Beeston Rylands Junior School was read out by the Executive Head.

Copy to be uploaded onto governorhub.

EH

- Final report from the Beeston Rylands Junior School governing body

Report on how Beeston Rylands Junior School Governing Body has discharged its duties in preparation for federation with Trent Vale Infant and Nursery School was read out by the Executive Head.

Copy to be uploaded onto governorhub.

The meeting was informed that the checking of respective inventories of both schools is nearing completion.

These to be signed off by the chair, once completed.

chair

GB/09/20

Review of delegation and organisation of committees

- Agree committee structure and membership of committees

The meeting agreed that there should be three committees:

Resources Committee

Pupil Outcomes Committee

Pay Committee

Resources Committee membership:

Mr M Jackson (chair), Mr S Williams, Mrs K Naylor, Mr C Jones, Mrs L Shepherd, Councillor Mrs K Foale, Mr D Todd, Mr A McPherson, Mrs L Sharples, Mrs J Moss.

Pupil Outcomes Committee membership:

Dr G Williams (chair), Mr S Williams, Mrs K Naylor, Mr C Jones, Mrs L Shepherd, Councillor Mrs K Foale, Mrs D Bagley, Mr J Harper, Mr J Wynn, Mr A McPherson, Mrs L Sharples, Mrs J Moss.

Pay Committee membership:

Mrs L Sharples, Mr D Todd, Mrs D Bagley.

- Approval of delegation – decision planner 2019/20

Previously circulated, **formally approved by the meeting.**

- Appointment of link governors

Safeguarding and LAC
Health and Safety
SEND
GDPR
Inventory

Mrs L Shepherd and Mr M Jackson
Mr D Todd and Mr C Aldridge
Dr G Williams and Mrs D Bagley
Mr A McPherson
Mr A McPherson

- Appointment of EH appraisal governors, external advisor and QA governor

Mr C Jones, Mrs L Shepherd, Mr M Jackson to be EH appraisal governors.

External advisor – to be decided.

QA governor – Mrs L Sharples.

GB/10/20**Finance matters**

- *Budget setting 2020/21 – both schools*

Mrs V Lievesley is Finance officer for both school – she thus has an overview of how the budget of both schools are performing.

Budgets for 2020/21 will be received in school at half term. Work will commence on the school budgets then, with a view to formulating initial budget plans for the FGB meeting of 12 March 2020.

agenda

Staff are currently employed by each school separately. Any new staff appointed will be employed by the federation.

- *Schools Financial Value Standard (SFVS) for 2019-2020*

Mrs Lievesley is to provide training for selected governors on the new SFVS format.

SFVS to be completed prior to next meeting on 12 March 2020.

agenda

- *Predicted end of year 2019/20 for Trent Vale*

A deficit of approximately £45k is predicted for Trent Vale.

Governors asked how this had come about – mainly due to lengthy staff absences.

Governors sought detail of staff absence insurance schemes.

Governors asked how the issue of the deficit will be addressed – the LA will set in place a three-year recovery plan.

The Executive Head informed the meeting that the intake for the nursery in September 2020 is looking healthy – this will hopefully improve the financial situation.

- *Predicted end of year 2019/20 for Beeston Rylands*

A carry-forward of £62k is predicted for Beeston Rylands.

- *Services for Schools -possible reductions for joint buy-back, what % does each school pay?*

The Executive Head informed the meeting that the two schools were already benefitting in certain aspects of S for S due to the previous collaboration.

She will seek to continue and try to extend this now that the two schools are in the federation.

The two schools already have in place an agreement regarding % payment of the Executive Head's salary – this based on relative pupil numbers at each school.

The meeting agreed that any decisions regarding % payment should be based on a clear rationale and be fully transparent.

Governors questioned the current movement of staff between the two schools and asked if this is likely to increase.

GB/11/20 Vision for the Trent Rylands Federation

The chair asked for initial thoughts/comments on this, with a more formal process, to be led by "Inclusive Solutions" on a day to be confirmed in June 2020.

The following thoughts/comments were voiced:

It should be a school for this community, for children within this community.

We'll do it, if it's right for the children.

The needs of differing cohorts need to be taken into consideration.

There's continuity from nursery right through to Y6.

Governors need to continue to take into consideration the well-being of staff.

The curriculum of the two schools should be broad and relevant to this community. Serving the whole child.

The programme for the “Inclusive Solutions” day is yet to be finalised, but children, staff, governors and parents are to participate.

The idea of a joint end of year picnic was raised.

The meeting suggested an event for staff and governors to meet together be organised.

Governors noted that many parents already see the two schools as **one school**.

The issue of the same uniform and logo was raised – consultation to held in the summer term.

The Executive Head praised the previous two governing bodies for their level of challenge and support. She stated that she is confident that this will continue.

GB/12/20 Confirmation of dates for 2020 - 2021

The governing body

agreed

2nd Spring term 2021 – Thursday 12 March 2020 at 5.30pm

Summer term 2021 – Thursday 9 July 2020 at 5.30pm.

Further meeting dates:

Pupil Outcomes Committee Thursday 30 January 2020 at 5.30pm

Resources Committee Wednesday 5 February 2020 at 5.30.

Governor Visits Days Friday 6 March 2020 and Friday 19 June 2020.

Assessment Data meeting – Wednesday 26 February at 6.00pm.

Governor HR training event, led by LA - Wednesday 29 April 2020 at 5.30pm.

GB/13/20 Determination of confidentiality of business

It was

resolved

that the governing body membership list; confidential sections of the headteacher’s report and confidential sections of minutes be deemed confidential but that all other papers and reports be made available as required.

The meeting closed at 7.45pm.

Signed (chair) Date