



**Minutes of the Local Governing Board held on Tuesday 19th June 2018 at 9.30 a.m.
at Cromwell Academy**

Present:

Governors: Paul Hull, Chair of Governors (PH)
Richard Laing, Co-opted Governor (RL)
Linda Corral, Co-opted Governor (LC)
David Sykes, Staff Governor (DS)
Bernadette Wong, Parent Governor (BW)
Lucy Wills, Parent Governor (LW)

In attendance:

Lauren Blyth, Headteacher (LB)
Debbie Warner, Clerk to the Governors (DW)

1.	To record absences	Action /Lead
	PH opened the meeting and welcomed governors to the first official meeting of the full governing body. There were no apologies for absence.	PH/DW
2.	To declare pecuniary/conflicts of interest	
	None.	PH
3.	To welcome and clarify agenda items	
	Selection and recruitment of governors and to conduct a skills audit. Look at committee meetings and areas of responsibility. Governor preferences to sub committees. Future meetings.	PH
4.	Update from Headteacher, including data, school improvement plan, Kids Club, any staffing notifications	
	<p>Headteacher's report had been circulated to governors to read prior to the meeting.</p> <p>A Governor noted that the report highlighted improved areas with good predicted data with at least expected levels across the board.</p> <p>Predicted numbers in Reception look healthy for next year and acknowledgement from governors went to LB and staff for the hard work that had been done this year. A reference was made to progress in KS1 in that, although results were good, the value added is slightly below National figures. LB explained this was largely due to 8 children joining within the last 3-4 weeks of the end of term but had to be included in the school's data. Case studies have been written for these children.</p> <p>A Governor noted that lower ability pupils made more progress than high attainers. LB informed governors the figures were based on last year's pupils and this has been an area of focus to ensure it is not repeated next year. LB went into more detail regarding maths support, training and twilight sessions that have taken place for high attainers and how lesson styles have improved to provide more challenge for these pupils. DS explained that TAs are also instrumental in the development of these pupils and this has been a particular focus in maths.</p> <p>LB advised governors that the staffing structure this year is more stable. The new Headteacher, Hannah Connor-James, has previously worked as a school advisor helping schools improve and will be well placed to develop and improve the pupil progress further.</p>	LB

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Date

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	<p>A Governor asked how frequently maths support is received from Hinchingsbrooke School and LB confirmed this is every week and this is planned to continue next year.</p> <p>An error was noted in the executive summary (page 7) in the expected outcomes, LB to get this corrected.</p> <p>Clarification was sought on ARE data. DS explained that his current class had previously shown gaps in their learning but had recently made good progress which is evidenced in their books and target tracker data.</p> <p>Kids Club will be added to future Headteacher's report. Lots of new reception children have registered with a few spaces left.</p> <p>Governors acknowledged the increased workload on staff with booster sessions, homework sessions, moderation in English and writing groups with Year 6 children. LB thought the staff had worked well together and were supportive of each other.</p> <p>LB is hopeful for numbers of pupils to increase and there are 4 further applications in progress. She explained that Reception figures were now at 29 which is very positive.</p>	
5.	Decide on actions from matters arising	
	<p>An annual update from governors reporting on the good things that have happened within the school could be sent to parents before the end of term and this could be circulated with the school questionnaire. LB to send PH a bullet point list to compile the report and send out with questionnaire to parents.</p> <p>It would be useful to identify areas of skills in the governing body and to perform a skills audit for future governors.</p>	ALL
6.	Identify committee groups and actions and responsibilities of those groups	
	<p>It was decided that a Data & Curriculum and a Development & Welfare should be the two committee groups.</p> <p>PH asked governors present for their committee preferences and they were decided as follows: Data & Curriculum: RL, BW, DS Development & Welfare: LC, LW, PH</p> <p>A Governor asked for clarification on the areas of responsibility of the LGB. In particular funding for certain areas such as Pupil Premium and Sports Legacy. LB confirmed that the school would continue to be responsible for the budget which involved the day to day running of the school but the Trust would be responsible for bigger financial decisions.</p> <p>Clarification was sought on the responsibility of the Headteacher's Performance Management. It was thought this would be carried out the by the Directors but would seek confirmation from the Trust.</p> <p>A question was raised about the number of governors that should be appointed at LGB level and this was confirmed by PH as per the scheme of delegation. A discussion followed about recruiting new governors and PH welcomed any ideas on how to attract suitable governors to the board and this will be an agenda point at the next meeting.</p>	ALL
7.	Create a meeting plan with term dates	
	<p>It was agreed to have another full LGB meeting before the end of term. Full LGB and Sub Committees to meet once per term and DW will set out proposed dates (via Doodle Poll).</p>	ALL


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8.	AOB	
	None.	

PH thanked governors for attending the meeting. The meeting closed at 11.00am.
Date of next meeting: **Monday 16th July 8.30 a.m.**

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Date


16/7/18



Action Table following the Meeting of the Local Governing Board held on Tuesday 19th June 2018 at 9.30 a.m. at Cromwell Academy

Item No.	Action / Decision	By Who	By When	Date Completed
4	Correct error in Executive summary (page 7)	LB		
5	LB to send PH a bullet point list of "positives" from the school year	LB		
5	PH to compile governor report/newsletter.	PH		
6	Clarification on responsibility of the Headteacher's Performance	DW		
6	Proposed dates for future meetings (via Doodle Poll) to circulate to governors	DW		

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16/7/18

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Date