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 Headteacher: Mrs R Chessell

Agenda for the Meeting of the Full Governing Board of Binstead Primary School  
 to be held **at School** on 21<sup>st</sup> November 2023 at 6pm.

<b>Governor</b>	<b>Role</b>	
Kate Redrup	Co-opted Governor/Chair	Finance & FGB
Gemma Cook	Co-opted Governor/Vice Chair	Finance & FGB
Heidi Bruin	Staff Governor	FGB
Rebecca Chessell	Headteacher	Finance & FGB
Charlotte Bowerman	Parent Governor	FGB
Edward Marsden	Co-opted Governor	FGB
Sarah Rye	Co-opted Governor	Finance & FGB

Angela Dexter – SBM & Acting Clerk

**Decisions**   **Actions**   **Challenge**   **Support**

<b>FGB – short meeting to sign off budget</b>		
	<b>Apologies</b>	GC Apologies via RC CB joined 6.08pm
1	<b>Chair</b>	Approval of the minutes of the last meeting (on hub) Approved – all
2	<b>Chair</b>	Matters Arising from the minutes of the Previous Meeting / Action log See log update below
3	<b>Finance Chair</b>	Finance Update and Budget review KR in GC absence Reviewed in finance meeting – in year deficit but cumulative ok Finance committee approved budget Teacher pay increments agreed by Finance committee.
4	<b>RC</b>	Head teachers Report – 5 <sup>th</sup> December meeting
5	<b>RC Chair</b>	School Improvement Plan <ul style="list-style-type: none"> <li>o Governor Monitoring Cycle / Action Planning – RC said to email AD and have a real focus on what you want to look at before arranging visit.</li> <li>o Monitoring Reports – GC Safeguarding report on hub to view.</li> </ul>
6	<b>Chair</b>	Safeguarding Updates -none
7	<b>Chair</b>	Health & Safety & Wellbeing Updates – call point covers in place. RC & AD decided to add tape to others. <b>Q: KR Staff Wellbeing</b> – RC spoke about lots of support in place, time off not refused (might be unpaid) <b>Q: SR – do you do a staff survey?</b> Yes, in the past, always get same answer around

		<p>more hours and staff needed.  HB replied from staff point of view - Stress levels raised in Ofsted window. More urgency on tasks just in case. Daily conversation asking if they have phoned.  RC replied – Mon-Wed high alerts, crash Thur &amp; Fri. Staff are ready and want them to call. Near Christmas makes a huge difference to pupils.</p> <p><b>Q: EM – how different from Private school inspection.</b> RC – need to continue as we are, not changing Xmas plans to show Ofsted other subjects.</p> <p>RC – Ofsted will ask if staff are happy with how they have been treated.  Inspectors will now sit with subject leaders without SLT. Can be hard for a subject lead to cope (staff nervous for this)</p> <p><b>Q: CB – Do we know when we might expect the call?</b> – will be before end of this year.  RC replied to review recent Ofsted update slides.</p>
8	<b>Chair</b>	<p>Governor Matters, Reports &amp; Training  Training &amp; Development –  CB – Holding leaders to account 12/10  SR – Strategic Leadership 16/11  Tackling bullying in schools as a Governor 30/10</p> <p>Feedback from Official Complaints – none  Health check – to be completed (doc in hub)</p>
9	<b>Clerk</b>	<p>Clerk (<b>Updates, if any</b>)  Collaboration Agreement to sign (all schools need to sign) agreed and to be signed by KR - <b>approved</b></p>
10	<b>Chair</b>	<p>Policies for review – these are on the Governor Hub  LA Policies –  Teachers Pay 23/24 - <b>approved</b></p> <p>School written policies –  Filtering and Monitoring – <b>approved</b>  Low Level Concerns – <b>approved</b></p>
11	<b>Clerk/ Chair</b>	Correspondence – none
12	<b>Chair</b>	<p>Impact of the meeting  (i) What was the impact of the meeting? Approved budget.  (ii) What difference has the meeting made? Secure that the budget balances for next 3 years.</p>
13	<b>Clerk</b>	Dates of the next meetings: 5 <sup>th</sup> December 2023 at 5.30pm (No finance)
24	<b>Chair/ Clerk</b>	<p>Any Other Business  <b>CB – Any update on Clerk recruitment</b> – will advertise again.</p>

**Meeting finished at 19:10.**

### 2023 Action Log

Item	Action:	Assigned to:	Status:
1	Policies to be reviewed – checklist, ensure front cover with date amended.	AD/RC	Ongoing
2	Declaration of Pecuniary Interest – Gov to update via Hub & AD to check	All	To get updated
3	English Gov to read new Reading Framework	KR	Done
4	Development Plan – update due Dec 2023	RC	ongoing
5	Check monitoring visits last year and let people know who needs to go again.	AD	Done
6	Safeguarding Governor Visit	GC	Done
7	KCSIE 2023 – Send to Governors via Hub	AD	Done
8	Modern British Values – to read please	All	Done
9	Monitoring visit pro-forma – check if still ok to use	AD	To do