

Meeting – Part 1 Minutes							
Date/Time	Monday 23 March 2020-17.30	Location		Online Meeting via Microsoft Teams.			
Governors Attended.	I			Governors Attended.	Initials		
Ann Boyce	AB	Chair – Co-opted		Alice Purcell	AP	Head Teacher	
Maggie Parks	MP	Governor – Co-opted		Seann Williams	SW	Dep Head Teacher	
Amanda Pujol	AP u	Governor – Parent		Jemma Webb	JW	Governor-Co-opted	
Liz Mundy	LM	Governor – Parent		Stephen Mosedale	SM	Governor- Co-opted	

Apologies	Initial	Reason (Category of Governor)	Absent without Apology	Initials
Ian Guy	IG	Governor – Co-opted.		

In Attendance	Initials	(anyone who is not a governor/associate)	Minutes to
Phillippa Lane	PL	Clerk	Attendees
			Apologies
			Academy Website
			Trust Board.

No	Agenda	Led by
1	Welcome and Apologies	Chair
2	Declaration of Interests.	
3	Head Teachers Update	Head Teacher
4	Communication from the Trust Board.	Chair
5	Budget Overview	Chair/SM
6	Governing Board Management Items	Chair
7	Future Meeting Dates.	Clerk/Chair

Agenda Number	Details of discussion	Decision or Action
1	Welcome & Apologies: AB opens the online meeting at 17.36, IG was unable to connect. The Clerk to contact Ian with assistance for future meetings. All except IG were present.	
2	Declaration of Interests: None recorded.	
3	Head Teacher's Update: - AP updates the governors about how the last day was before the school closure due to Coronavirus. It was an emotional day for children and staff alike. Home schooling has been put in place and how the school is managing with the remaining children. There were 5 children in today. AP advises that some children will need care during the Easter holidays as their parents are recognised Key Workers and a staff rota has been developed to provide adequate cover. AP as Head Teacher is in attendance every day with the Deputy Head in most days. The Head Teachers of the Trust have been in discussions regarding what the long term plans will be put in place for after Easter. Ide Primary School will more than likely close and the remaining Ide children will join with Alphington. St Thomas children will go to Bowhill. Teaching and support staff have been providing lessons via an online learning system, 'See-Saw'. Good feedback so far has been received from the parents regarding the online lessons. AB asks how much work for learning is provided in the day? AP explains that three tasks are set per day one of which is Maths or English. Children can complete the task in their books, photograph their work and upload to the learning platform or the tasks can be completed online. The Head Teacher's main priority is to keep up the momentum of online learning and to keep the children motivated. - The school have organised a safeguarding monitoring list of vulnerable and or children with Individual Healthcare Plans (IHPs). Each child has been rag rated to indicate their level of vulnerability. Depending on the rag rating determines how often the school contact the household of the child. If staff have any concerns regarding a child who is at risk and at home Social Services are to be contacted. AB enquires as to what will happen in the Easter Holidays for children of Key Workers. AP advises that another school in the Exeter vicinity are providing care for key worker's children during the holidays and the company FISH have been identified as a possible provider. AP confirms that plans for the schools within the Trust to provide care for Key Worker's children during the holidays are yet to finalised. DC makes an enquiry as to the staff welfare at Ide, AP informs the governors that the staff have been really brilliant, but were exhausted after the previous week, the children showed great resilience, but they are feeling the effects of the closure. APu asks if the school are ok with supplies such as hand wash. AP confirms that the school have enough for now, but is not sure how long this will last. LM raises the point that Exeter University have a surplus of hand sanitising products and they looking to provide a sharing collaboration with other services and businesses. LM confirms she will raise the need for schools with the University.	

4	Communication from the Trust Board: - AB updates the governors regarding the recent Trust Board meeting. The Trust Board are looking for skilled governors to join the select committees. Governors will not become Trustees, but will have voting rights as a member of the particular committee. The Clerk confirms the select Trust Board Committees as follows: Audit and Risk, Finance and Resources and Standards and Achievements Committees. No formal Terms of Reference are available as yet and it is thought that the committees will meet once per term. AB asks the governors to consider if any, which committee they would like to join. - AB briefly speaks about the recent Chairs Forum meeting and confirms the governors have received the minutes from the Forum. The Scheme of Delegation (SoD) is currently been worked on by the CEO and the Chairs of the LGBs offered their feedback regarding this at the Forum. Governors briefly discuss the centralisation proposal and give their feedback. APu feedbacks that she feels this is a good idea in principal as there would be proper accountability for health and safety responsibilities. AP and LM concur with APu and make the following points. Schools would have their administrative functions covered and centralising would give the Trust more purchasing power and resilience. There is some uncertainty due the extra costs involved. The extra cost to the Trust as set out in the proposal would be £14,000 per year.	
5	Budget Overview: SM leads this discussion. The governors have had sight of the questions presented to the Trust's Business Manager and governors discuss the responses. The Business Manager referred some of the questions for the Head Teacher to answer, regarding the overspend in supply costs and IT. - AP explains that although supply bookings for staff absences have not increased from the previous year, two members of school staff have been on long term sickness absence and this has caused the overspend in supply costs. - APu enquires as to whether this year's budget projection will have to be re set. AP confirms that due to the recent school closure and the current situation the budget will have to be re set for the remainder of the current school year and this may affect budget projections for the next school year. Discussions regarding this have already taken place. - AP suggests that governors are made aware of the IT software the school currently subscribes to at a future meeting. AP will then explain to the governors the validity of each subscription and what impact the software is having on teaching and learning. SM agrees to this and suggests that the budget for IT may have to be increased to accommodate the subscriptions if they are required. - JW updates the governors regarding point 4 on the responses from the Trust's Business Manager and updates the governors regarding her involvement with the water leaks.	
6.	Governing Board Management Items: AB would like to thank the governors for conducting their monitoring reports	

	and the reports are discussed. AP feels that before the Coronavirus outbreak she felt the school was really moving forward in a positive way and thanks the governors for their reports. AB to conduct her science report possibly in the new school year. - A brief discussion takes place regarding offering support to the school in a time of need. The outside work may be halted due to a possible lockdown resulting in unfinished work and financial pressure. AB updates the governors regarding the quotes for solar panels and how this has raised a question regarding the school's electricity consumption. This has led to some confusion as to who should have been reading school electricity meters. The school's Business Manager is trying find out more information regarding this. - It is agreed that at the current time, the FGB will meet and the separate committees of Resources and Pupil, Teaching and Learning will not meet separately. - DC would like pass on a message of thanks to the staff and to ask if they need any governor assistance.	
7.	Future Meeting Dates: - The next FGB will take place on Tuesday 5 May. Any other meeting will take place at the request of the Head Teacher or the Chair. The budget planning for next year will take place on 18 May and final FGB will be on 6 July. - Due to the current Coronavirus outbreak the meeting on 5 May will take place online.	

The meeting closed at: 18.26.

Date/Time of next meeting	Tuesday 5 May 2020	Location	Ide Primary School/Online.
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