

COTHAM SCHOOL
Meeting of the Academy Governing Body
Wednesday 4 July 2018
MINUTES OF MEETING

Governors Present:		
Dora Alderson, CG	Jo Butler, Headteacher	Claire Grocott, PG
John Bass, PG	Ed Carpenter, SG	Jeremy Krause, LA
Massimo Bonaddio, CG	Gareth Edmunds, PG	David Yorath CG
Jim Bowyer, Co-opted (Chair)	Andrew Ellis, SG	Lucy Hunt, PG
Paula Bradshaw, PG	Sandra Fryer, Co-opted	
In Attendance (non-voting)	Apologies Jo Feather CG Hannah Russell, CG Absent: Delroy Hibbert, CG	Governors in Post: 17/19 Quorum = 6 (1/3 rounded up) AM = Associate Member CG = Community Governor PG = Parent Governor SG = Staff Governor SMT = Senior Management Team

Item	Minutes of Meeting
1	Welcome, Apologies for Absence, declarations of interest and notification of AOB Apologies accepted. Dave Brockington has resigned as the Cooperative Governor.
2	2018-2019 Budget Approval Q – What is the reserves balance after this? It's about £0.5m if all the items are approved for spend. The capital spend items are to be revisited in the new academic year when the new Business Manager is in post. SF is keen to look at this again with the new Business Manager in September. Budget approved for submission to the EFSA
3	Vacancies & Elections Update and Succession Planning The Cooperative Governor post is now vacant. There are some Governors who have not been attending meetings and not sending apologies. Discussion around this the issues caused. JK thanked AE and EC for their service as staff Governors. There is a member of staff who is interested in joining. Staff elections will be carried out in September. A Chair and Vice-Chair will be needed for LWB for next year. Need to re-review the number of Governors and the way the work is shared out. SF, DY and DA have put themselves forward as Community Governors again. DH has attended one meeting this year. JBo and JBu to discuss the Governor role with DH.

	<p>Approved DY, DA and SF as Community Governors</p> <p>Advised by GDS that JBo has been nominated for the post of Local Authority Governor at Cotham and can now be appointed to this position once his current term ends.</p> <p>Approved JBo as Local Authority Governor from 31 July 2018</p>
4	<p>Updates</p> <p>School Expansion</p> <p>This was covered in FPGP. The Education Partnership has offered some compensatory money for the delays, but it is unclear how much this will be. This is in lieu of having a temporary classroom.</p> <p>Stoke Lodge</p> <p>The Judicial Review decision was confirmed by the Council.</p> <p>Planning permission for the pavilion was refused. The meeting was very difficult. Have written to the Chief Executive of the Council asking for a co-ordinated response from the Council. There is an internal meeting on Monday.</p> <p>The school continues to work on communication with the community. Have had a conversation with the Thangham Debbonaire and Darren Jones.</p> <p>SF has also been doing some work on funding and wants to discuss this with the new Business Manager.</p> <p>The playing fields can be used as soon as the fence is up and safeguarding risks addressed.</p> <p>FPGP had decided to rebuild the original building. Following a further meeting, have decided to appeal the refusal of the planning application, including a travel plan, and ask for costs, as well as submitting a new application. It was possible that the original building might need so much rebuilding / asbestos removal that it would still require planning permission.</p> <p>Governors thanked SF for all her work on that</p>
5	<p>Governing Body Effectiveness Review</p> <p>JBo thanked Governors for completing the skills audit.</p> <p>Governors had also been asked to consider the Ofsted Outstanding criteria.</p> <p>Governors split into groups to discuss the things that need to be done to get to Outstanding.</p> <p>The results will be collated and fed back to Governors in September. Governors gave some brief feedback:</p> <ul style="list-style-type: none"> ● Hard to help, people doing lots of work ● Need to be clear about roles and distribution of work. ● The vision, mission and ethos should be owned by Governors and should focus on strategy – add the regular strategy item back in. ● Committee reports section could be used to discuss strategy. ● Need to look at where we want to be in the longer term and be led by that. ● To what extent do we consider the offer of what a broad and balanced curriculum is? Can we decide what we want to offer and work from that rather than being driven by external forces? Can't ignore the fact that judgements will be made on those decisions. Discussion around the competing forces. ● Communication to parents and stakeholder groups is important. ● Look at skills in terms of looking at strategy etc. <p>Discussion around the skills audit and how transferable skills are.</p>
6	<p>Governor Conference</p> <p>Date agreed as Saturday 13 October</p> <p>Request to look at the overarching vision of the school and the Governing Body.</p>

7	<p>Committee and other Reports</p> <ul style="list-style-type: none"> ● <i>Learning & Well-being – CG</i> Minutes have been circulated. Chair and Vice-Chair required – MB will attend, CG will chair the first meeting, with a view to MB taking over as Chair. Governor visits need to be set up. School to set dates and Governors to sign up. ● <i>Personnel and Training – PB</i> - No meeting since the last FGB. There is also no Vice Chair ● <i>Finance Premises & General Purposes – SF</i> Minutes from have been circulated. The second set of minutes are draft. Some FPGP minutes have been shared by the Stoke Lodge community. They were provided as part of the information pack for the JR and are therefore on the Council Website ● <i>Appointments & Standards – JK</i> - No meeting since the last FGB. ● <i>Joint Staff & Governors – DY</i> gave an update. Have agreed to continue with this for another year. ● <i>Cooperative Working Group –</i> No meeting since the last FGB ● <i>Post 16</i> - Minutes have been circulated. JBo gave some feedback on how the steering group is working and feels that they are much improved. The longer term strategy has to be joint with Redland Green School. JBo feels this is working better than it has in the past. JBu also feels that the working relationships are now working very well. Discussion around the Link Governor role for Post 16. This would be three link visits and three steering group meetings. LH to take this on. <p>Need job descriptions for Chairs and Vice-Chairs Discussion around the skills required for Charing Committees. One of the difficult things in LWB has been data. Have agreed that the Link Governors for the Key Stages will be trained in the data and can lead on this, so it is less necessary for all Governors to have a detailed understanding. Discussion around the agenda setting process. LS to circulate the process for setting the agenda and the way it is currently done. Look at whether automatic e-mails can be set to ensure that agendas are set in due time.</p>
8	Minutes of last meetings – Agreed as correct.
9	Matters Arising and Action List - See Actions Report
10	<p>Any Other Business</p> <p>JBo and Governors thanked JK for all his work and support on the Governing Body over the years. SF thanked JBu and her team for the work over the last year.</p>
11	Dates of next meeting – Calendar of meetings approved

Meeting closed at 9.00pm

Next Meeting – Wednesday 12 September 2018

Signed

Date

Initials: