

**Flushing Church of England Primary School**  
**Full Governing Body Meeting**  
**21 March 2018**  
**4.00 pm**

**MINUTES**

**Present:** M French (Head) R Hurrell (Chair), H Dodd, A Eva, K Hughes, P Tregaskes, L Hygate, S Mullins, L Beverley-Jones, C Saunders Martin (Clerk)

1. LH opened the meeting, with a **prayer**.
2. Andrew Stevenson's **apologies** were accepted.
3. No new **interests** were declared.
4. **Items for Any Other Business:** There were none
5. **Minutes from the previous meeting** were approved and signed by the Chair.

**6. Matters arising from the previous meeting**

At a trustee meeting last week, it was decided by all four schools not to go ahead with the MAT and the application to form Kemeneth MAT will not be progressed. Parents will be notified tomorrow. It was, however, thought that it would be still be good to build upon the closer working relationships that had developed.

Flushing owes £10,880, although after taking out unavoidable costs, that figure is likely to reduce. One governor asked what had happened to the £25,000 grant given at the start. Around £12,000 had been spent on legal costs and eventually the school would need to account for anything left over and return it to the DfE. Another governor asked if any other MAT options, previously ruled out, may now be reconsidered. The Head explained that this was not for consideration at the moment, particularly as the option of taking on other schools no longer exists.

PE grant. Gym equipment will be paid from this. Permission to install looks likely.

Vision. MF highlighted that removing the word 'God' from the vision statement might make it harder to show that Flushing was distinctive from a community school. This could be rectified by reinforcing the vision symbol and the bible story attached.

London trip: The river trip will not now be included because of time constraints.

Toilet and wall replacements. 3 Builders were invited to tender and only one submitted a quote. The quote is £2,950. This will be funded by DFC money and will generally be carried out during the Easter holidays.

**7. Finance**

- a) Budget monitoring report: MF gave a synopsis of the report that all had had. The cost of school meals has risen, the subsidy is no longer provided by the LA. The UFSM grant is not covering costs due less than 100% take up on census days. MF has spoken to Chartwells about the costs, who are double checking them. One option is to increase the pupil charge but this will not amount to only £500. Another is to ensure UFSM census days are 100% through extra publicity. All small schools appear to have the same problem.
- b) Benchmarking: Flushing is more or less in line with other schools and it is accepted that the figures can be distorted for small numbers.
- c) SVFS form attached for approval. Governors will need to consider whether to revert to the old committee system or having longer, more detailed FGB meetings. This will not need addressing fully until September. The overall assessment programme was signed by the Chair.

**8. Head teacher's report**

This was available for all and explained by MF.

**9. SIP report**

This had previously been distributed. There were no questions. Marie Hunter is happy to continue as a school improvement partner for this and next year after which there will be a change to enable constant challenge of each governor.

**10. RE Observation feedback**

LH explained that three lessons were looked at. The syllabus is about to be changed. It was generally well taught and enjoyed by the children but needs to be more RE focussed. Repeat observations will be done around October 2019.

**11. Safeguarding**

S175 form: this was approved by all.

**12. Provision**

MF provided a detailed paper with external views supporting the updated proposal which is intended to start September 2019; MF explained why the change in start date. The school has grown and it is a good time to reassess. Having the pavilion changes what can be offered. It is expected that it will assist progress and it will be a better fit with the curriculum.

Governors were asked to approve the appointment of a part time (0.6) teacher for two years within an M3 pay point to enable the provision to be put in place. Questions were asked about the provision for pre-schoolers and how it might be perceived externally. MF said that a pre-school provision would help secure the sustainability of the school. There was a fairly lengthy discussion about the details of the proposal including the year groups in each class, the afternoon provision and the number of TA's/volunteers that would support each class. MF stated that the provision needed to change to meet the needs of the children and if it didn't work it could be changed again. Identifying issues and then acting on them would be looked upon favourably by OFSTED who will almost certainly inspect in the next academic year. It was unanimously decided to accept this proposal, with effect from September 2019.

**13. Policy documents:** This will be for the next meeting.

**14. Governor inclusion/training** LH is attending training sponsored by the Diocese. KH offered to be a mentor for Stacey.

**15. The Friends of Flushing School**

There will be a fundraising event in June. There is some money in the FoF account but a new equipment list is needed. MF said he would supply such a list.

**16. Any other business:** There was none.

**17. Confidential:** There was nothing under this heading.

**18. Dates of next meetings:** Thursday 9 May and 11 July.

All were thanked for attending and the meeting ended at 6.15pm.

*These minutes are a true record of the meeting held*

*Signed.....*

*Dated.....*