



Trewirgie Infants' School LGC meeting minutes, held at Trewirgie Infants' School on Monday 11th July at 5pm.

Present	Cath Callow Kerry Raymond Lesley Lach Lisa-Marie Clarke Mike Hall Vicky Sanderson - from agenda point 6.
In attendance	Nick Aldworth Amanda Baker Claire Bateman Sam Newman

	Item	Person
1	<p>Apologies, welcome and quorum The Chair introduced everyone to the meeting. There were apologies received from Holly Hipkins and Emma Guppy-Wilcox. The meeting was quorate in line with TPAT Terms of Reference.</p>	
2	<p>Declaration of business & pecuniary interests No new declarations of interests.</p>	
3	<p>Minutes and matters arising from the last meeting (03/05/22) Governors agreed that the minutes from the last meeting were a true and accurate representation of the meeting. The minutes will be signed by the Chair and added to the folder in school.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> ● SN to fill in a declaration form for her new pecuniary interest. ● Chair to sign off the previous meeting minutes. ● Connect access for Chair and Clerk - <p>Governance element operational for September - ongoing.</p> <ul style="list-style-type: none"> ● Monitoring schedule to be discussed and agreed. 	

	<p>This will be moved to the meeting in September.</p> <ul style="list-style-type: none"> ● AB to remove KR from the TPAT smartlog. complete. ● AB to update GIAS for appointment of Vicky Sanderson as a governor. ● CC to arrange a school tour for MH and LP - LP resigned. MH in September to see the school. <ul style="list-style-type: none"> ● Look at succession planning moving forward. complete. ● Discuss a plan for a SEN governor - Emma GW Safeguarding governor - Holly and a Chair for the Finance Committee. SEN report outstanding from last time. 	
4	<p>Governance matters</p> <ul style="list-style-type: none"> ● Appointment of co-opted governor - Mark Lees All governors expressed their support for Mark Lees to become a co-opted governor for Trewirgie Infants’. ● Governance structure for 2022/23 Governance structure shared with all governors. ● Governance website compliance - All minutes will be sent to TPAT for website compliance in September. ● Monitoring schedule 22/23 Bex Couch to provide a monitoring schedule template for September. ● Roles and responsibilities for 2022/23 New roles and responsibilities will be put together for the first meeting in September. ● Governor resignation (LP) Clerk discussed the resignation of LP. To be removed from GIAS by AB. 	
5	<p>Headteachers verbal report, to include safeguarding, health and safety update, assessment data share.</p> <p>CC shared the data summary.</p> <p>The journey has been big, the data is an endpoint for all learning. The progress made within the school has been strong.</p> <p>Year 2’s data going back to 2017, reflected the 4 form entry, 2019 was the last reported data.</p> <p>EXS level historically 75%, declined, now back up to 70% for year 2 working at EXS level for reading.</p> <p>Writing was a significant area during lockdown which declined, the school element fell down nationally.</p> <p>Maths saw the highest result since before 2016/17. 71% currently which is fantastic.</p> <p>On entry the numbers were in the teens.</p> <p>91% year 2 phonics pass rate. 86% at the beginning of the year.</p> <p>Phonics screening - 71% passed the test, significantly better than previous years, mocks screenings were showing very low</p>	

	<p>numbers, this score has been through hard work from all staff. Historic decline, we need to see the progress made in the school. Reading 85%, writing 75%. GLD is a combination of all 12 EY subject areas. 5 EHCP's in the cohort, the figures are strong. Reception children, nearly all are at green levels, hitting all of their targets.</p> <p>CC expressed huge thanks to the staff for going above and beyond this year, the figures back this up.</p> <p>Health and Safety update: Covid is around again, guidance from TPAT, if testing positive, pupils should stay off school for 3 days, staff for 5 days.</p> <p>One near miss reported. Internet report from NL, no access to any sites. Video conferencing sites tried to be accessed as well as Netflix, both were blocked.</p> <p>Safeguarding: Vanessa Greenaway did an audit on 15th June. Some focus points were the IT reports, SCR (resolved) Safeguarding training for the Autumn Term has been booked. Andrew Hall is coming to do some governor relevant training. SN to share the training record cards for this.</p> <p>Formally thank the staff for the efforts made from the governors.</p>	SN
6	<p>SDP update</p> <p>Full SDP and SEF is in process.</p> <p>CC summarised the year just gone.</p> <p>The most amazing year, great progress has been made, no lockdowns, CC has experienced the first full year as a headteacher. Lots of new staff in September, a huge team effort, who are all keen to go over and above to support the development of the children.</p> <p>Curriculum is well established now, locality based content and understanding of the school has resulted in the children remembering more.</p> <p>TPAT curriculum lead visited in the Autumn Term, very impressed with the effort.</p> <p>Trewirgie were recognised and put forward, 1 of 4 and recognised for outstanding effort for parental engagement.</p> <p>A governor <i>asked</i> about the other schools, and if there was scope to see what they are doing differently to help continue to improve.</p> <p>Chris Gould has completed subject reviews across the curriculum, very impressed by the structure and delivery across the subjects. Leadership and management reviews have been completed.</p> <p>Paul Hodson has reviewed SEN and reading reviews.</p> <p>Audit and Safeguarding has been completed.</p> <p>Year 1 has been on 8 trips this year.</p> <p>A governor <i>expressed thanks</i> that trips are still going ahead, covid has not got in the way.</p>	

	<p>Next year will be bigger and better. The breakdown will be shared at the first meeting. Job satisfaction, a big battle that lots of schools have, it's a journey altogether. Ofsted don't look at the data. <u>Vicky Sanderson joined the meeting.</u> The most successful thing we have done is our strong curriculum starts in EYFS, all subject leads are planned from Reception. A governor questioned handovers? Answer: Subject leads have developed a progression of skills, this is the end point for reception, leading into year 1. A governor questioned the year 2 handover and if this happened. Answer: Yes, L-MC has been linked with the progression of skills. Pupil conferencing has shown that they love geography and history because it is relative to them and their history. ALL year groups have been on lots of trips. Trips have been done for topics, not just for fun.</p>	
7	<p>Latest management accounts and financial reports (Verbal) to also include risk register and business continuity plan NA shared the management accounts. Different in regards to presentation, asked for questions at any time. TPAT Update: Southerly Point has been disbanded. 4 new schools will now move across to TPAT from January 1st. Helston, Mullion primary and secondary and Lizard school. Will involve expansion of the central team. Bex Couch has some admin support as part of the extension. 2500 additional pupils to the 6000 currently on roll within TPAT. A governor asked why the trust was disbanded? Answer: Failing schools, inspections showed inadequate and RI schools, as a result it has been disbanded. Discussions with other schools, this takes TPAT to 33 schools. Management accounts for June are being worked on, back end of the year, income streams looking more solid. PP funding runs in arrears, from census in October previous year. PP from infant schools is harder to generate than a junior/ks2 school. Slightly down on what was budgeted for, pre TPAT, cut cloth to get a balanced budget, the school potentially set it too tight. LTS and the EHCP have impacted hugely, this is a net deficit in school. Increase in funding, areas not quantified, plans in school, high needs protection, we make a conservative judgement, hoping to be within a ballpark of the figures. Comparing the June report to the May report, based on the number of pupils eligible for FSM from spring census, an additional £7k. £2.41 for a meal instead of £2.34.</p>	

	<p>Nursery budgets £155k, school at £152k. Another £1800 in June. Negatives include supply: Top 3 for supply staff spend. Some are covered by insurance, most driven by LTS.</p> <p>Difficult to recruit staff, over budget on support staff due to EHCP needs.</p> <p>Moved across to the TPAT pay scale.</p> <p>Number of support staff seeing more money in the pay packet, they were on national living wage.</p> <p>TPAT works around the national scales.</p> <p>Home learning taught us a lot about how hard these support staff work, as well as the Teachers.</p> <p>Areas of concern, repairs and maintenance, modest budget of £6k, a lot of repairs are covered by County Council, some ad hoc repairs still need to be done.</p> <p>Another small budget for next year.</p> <p>Water rates is an area of concern, looking to move the school to a company called waters for business.</p> <p>Curriculum is tight too, £10k budget, very tight again, most TPAT schools have invested hugely in phonics, this has been a driver for a big overspend.</p> <p>£1300 surplus budget was set, £50k deficit currently.</p> <p>22/23 budget: Finance committee met in June, we are faced with a significant deficit budget.</p> <p>Primarily driven by a huge increase in energy costs, £380k across the trust. Bill to move to £900k next year.</p> <p>Hope is that the energy market will be more stable by the time it is renewed.</p> <p>EHCP's currently at 11, come September, each is costing the school £10k each.</p> <p>A governor shared that the schools taken on the EHCP's and it seems unfair to be hit with these figures.</p> <p>Jennifer Blunden is discussing with County the struggles the schools are having.</p> <p>Hub Leads are being looked at.</p> <p>SALT have been consulted via Chris Gould.</p> <p>Deficit budget has been set for next year.</p> <p>We need to show how well Trewirgie is doing.</p> <p>Looking at numbers, Trewirgie has 270 on roll, 36 under full capacity. £5k times 36 pupils, we would not have a problem.</p> <p>The Trustees will look at it critically next week, how can we mitigate and minimise the debt going forward.</p> <p>The indicative first choice numbers are higher this year than last year.</p> <p>81 with a PAN of 90.</p> <p>The school will be facing challenges going forward, difficult conversations will be had.</p> <p>A governor questioned that if the school was at full capacity, would it be an issue?</p> <p>Answer: It would make it a lot easier.</p>	
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	<p>A governor asked if marketing and promotion would have an impact on numbers for September?</p> <p>Answer: Not likely, there may be some in year applicants for years 1 and 2.</p> <p>Stat, moral and gold standard obligations for SEN.</p> <p>CC mentioned about the nursery model, in September there are 34 in the nursery. When we didn't offer the wrap around care it was 60.</p> <p>Already we were only having to find 30 externally.</p> <p>Rising 3's are not feeding into the reception numbers for this year.</p> <p>Target nursery parents.</p> <p>Business continuity and risk register.</p> <p>Amendments made in case of disruption to business. AB has been through and updated any key personnel.</p> <p>KR was still part of the paperwork.</p> <p>Risk register update is the same, risk factors - school budget potentially off target, along with nursery funding.</p>	
8	<p>Policies</p> <p>No new policies.</p>	
9	<p>Any other business</p> <p>None</p>	
10	<p>Dates of future meetings</p> <p>Paperwork in the folder for the new academic dates.</p>	

Agenda point	Action	Person
5	SN to circulate training record cards for safeguarding training session.	SN

Meeting closed by Chair at 18:22pm

Signed as an accurate record.....

Print name.....

Date.....

Please note that these are draft minutes until signed off by the Chair at the next meeting.