

**Minutes of Full Board of Governors Meeting
Monday 29 September 2020, 6.30pm via TEAMS**

Present: Louise Clarke, Pam Clinton, Dave Davies, Marjorie Dean (Headteacher),
Taz Dearnley, Kathryn Doody, Mark Goossens, Zanna Patchett (Chair)

In attendance:
Jane Thirlaway - Clerk

594/20 Apologies for absence

Apologies were accepted from Pippa Brook.

ZP informed governors that PB would be standing down at the end of her 4 year term which ends on 29 November. This would leave a vacancy for a co-opted governor.

595/20 Pecuniary Interests Review

No interests were declared. Due to COVID-19 restrictions, the Clerk had previously circulated annual review for governors to complete and return electronically.

596/20 Minutes of last meetings

21.05.2020, 29.05.2020, 24.06.2020, 30.06.2020 & 11.08.2020 - Approved and signed as an accurate record.

597/20 Matters arising from previous minutes

There were no matters arising from previous minutes (not dealt with elsewhere).

598/20 Election of Chair and Vice-Chair

The clerk had previously advised the board that ZP was willing to stand as Chair and asked if there were any other nominations. As there were none ZP was unanimously elected. LC was also willing to stand for vice-chair and as there were no further nominations was duly elected by the board. Clerk to advise the Governor Development Service. **Action: Clerk**

599/20 Nomination of training governor & delegates for governors' forum patch meetings

JT agreed to continue to co-ordinate and keep a log of training.

Patch meetings - Rather than nominating an individual to attend patch meetings, the clerk would send out dates and times of meetings when available and offer to all governors. This way there should be at least one governor available to attend any relevant meeting and feed back to the rest of the board.

600/20 Nomination of governors for HT's next performance review

PB is currently the only governor trained to carry out the review which is scheduled for 16 November 2020. ZP is booked on training at the beginning of November. Clerk to check with governor services whether all 3 governors who would carry out the review need to be officially trained. ZP would ask PB to undertake this duty before standing down. **Action: Clerk / ZP**

601/20 Review of link governors and monitoring role

Governors discussed their roles and as some governors had stood down during the year there were some spaces to fill. All governors present were happy to keep their current roles. Maths was taken on by MG, English by KD, Science by DD and DT by LC. Updated list and monitoring schedule to be

circulated.

Action: Clerk

602/20 Update on field proposals

The farmer had cultivated the new playing field area and would be starting the seeding and fencing within the coming weeks. It had been agreed an invoice would be raised for £7,500 for materials and going forward an annual rent of £2,300. ZP would draw up a simple licence between the farmer and the school for a shorter term of 7 years. This shorter period would avoid registering the new area of field with the land registry.

Governors discussed whether the new entrance to the field which needed to be tarmacked would need planning permission. DD would speak to Colin Wilcox for advice and report back. **Action: DD**
New fencing and repairs would need to be carried out to existing boundary running between the school site and the Tapsfields. The deeds need to be checked to ascertain boundary responsibilities.

603/20 Parental questionnaires - annual and lockdown

There had been a reasonable amount of responses to the two questionnaires sent out. MG would analyse the data and send out a summary to governors. This would then be discussed at the next meeting. **Action: MG**

604/20 Child protection and safeguarding policy

The above policy had been sent to the chair (governor safeguarding lead) and all governors prior to the meeting for review and comment. Governors approved the policy.

605/20 Dates of forthcoming meetings

Full board Autumn term 2nd meeting - Tuesday 24 November 2020 at 6.30pm via TEAMS

Meeting closed at 7.15pm