

PRESENT: Stuart Wood (SW) Chair
 Xavier Castelino (XC)
 Lydia Clough (LC)
 Mark Askew (MA)
 Liz Harrison (LH)
 Chris Lindley (CL)
 Layla Skinns (LS)
 Alex Smaridge (AS)
 Pat Taylor (PT)
 Stephanie Tabram (ST)
 Simon Wall (SWa)

APOLOGIES: Henry James (HJ)

IN ATTENDANCE: Stuart Hales (SH) Clerk

Action Log

Item	Action	Resp.
5.	Priority 5 (Early Years) of AIP to be taken to LGB on 06.12.21	HJ
5.	Governor Visit Policy to be taken to LGB on 06.12.21 for approval	MA/CL/SH
7.	Vision Morning to be at Quay Mill Hotel on Saturday 20 th November between 9.30 and 12.30pm	All

No	Description	Resp.
1.	Welcome from the Chair	
	SW welcomed all to the meeting.	
2.	Apologies and Quorum	
	Apologies were received from Henry James (HJ) that were accepted by governors. The meeting was quorate. SW advised that since the LGB in September, the trust had approved PTs application to be a governor and that Miriam Ferrer was still interested in joining as an associate governor but was unable to attend the meeting.	
3.	Declarations of interest	
	There were none.	
4.	Governors to complete LGB 2021-22 Tracker	
	SW advised that the tracker was now in one place on SharePoint and CL had included a 'link' to it with the folder titled 'Meetings Academic Year 2021-22'. He reminded governors to continue to fill in the tracker over the autumn term when they had read the specified documents within it. An email from the trust including mandatory safeguarding training was forwarded to governors on 26 th September.	
5.	The Academy Improvement Plan (AIP)	
	SW advised that at the LGB on 20.09.21, non-staff governors had been assigned one of the priorities from the AIP and had since considered how they would monitor and review it. Within the Documents file in SharePoint, there was a folder for each of the nine meetings in 2021-22 and a separate folder titled 'AIP Monitoring'. Within this were further sub-files for each of the five priorities and SW requested that governors upload evidence into the correct folder through the year to allow for a review at the end of 2021-22. Governors then briefly went through each priority in turn: -	

Signed By:	Date:

	SW advised that during LGB meetings, all governor's ask questions which are highlighted in yellow within minutes to allow inspectors to see that governors are both supporting and challenging the school. SW asked if there were any further queries? There were none.	
7.	Planning for Vision Morning on 20th November	
	SW advised that from the doodle poll, not all governors were able to attend the morning on either Saturday 13 th or 20 th November and after a brief discussion it was agreed that the morning would be on Saturday 20 th November between 9.30 and 12.30pm at the Quay Mill Hotel, to allow governors to discuss and agree a 3-5 year plan for the school. Action: Vision Morning to be at Quay Mill Hotel on Saturday 20th November between 9.30 and 12.30pm	All
8.	Any other business	
	Wellbeing – A governor queried both MAs wellbeing and that he had the time to achieve his responsibilities? MA advised that some responsibilities had been passed down to middle leaders and in a small school all staff had more than one role.	
9.	Date of next meetings	
	Governor Morning Day – Saturday 20 November at 9.30am LGB – Monday 6 December at 6.15pm (In school) LGB – Monday 17 January at 6.15pm (venue tbc)	
	Meeting closed at 7.50pm	

Signed By:	Date: