

Fen Ditton Community Primary School
MINUTES OF LOCAL GOVERNING BODY MEETING
Monday 27th February 2023 at 6.00pm (via Teams)



PRESENT:

Mark Askew (MA)	Head
Stuart Wood (SW)	Chair
Paula Bishop (PB)	
Xavier Castelino (XC)	
Lindsay Davies (LD)	
Miriam Ferrer (MF)	
Liz Harrison (LH)	
Chris Lindley (CL)	
Simon Wall (SWa)	

APOLOGIES: Henry James (HJ)

IN ATTENDANCE: Stuart Hales (SH) Clerk

Item	Action	Resp.
3.	Further draft of Vision document to be taken to LGB on 20.03.23 before going out to consultation with the trust and parents in the summer term	MA/SW
4.	Governors to complete governor skills audit and return to SH if not already done so	All
4.	LD to prepare report from SEND visit with Miss James	LD
4.	Governors to consider school visit during KS2 SATs	All
4.	May LGB to be on 09.05.23 (in person) - SW to ask trust if another clerk could be in attendance, if not the meeting would be online	All/SW
4.	LGB planned for 12.06.23 to now be on 19.06.23	All
4.	Staff governor to be recruited to LGB	MA/SW

No	Description	Resp.
1.	Welcome from the Chair	
	SW welcomed all to the meeting.	
2.	Apologies and Quorum	
	Apologies were received from HJ that were accepted by governors. The meeting was quorate.	
3.	Update on school vision	
	<p>A separate document titled 'Draft Vision Document' was distributed prior to the meeting. SW first advised the LGB had responsibility to set the school's vision which also had to compliment the trust's own vision. Governors had consulted with stakeholders during 2021-22 and reports from these were on SharePoint.</p> <p>SW advised that MA, Prue Rayner and himself had recently met to agree the priorities within the presented document for the next 3-5 years – these were for discussion and had not been agreed yet.</p> <p>MA requested an additional priority be included in the document as to the school's SEND provision and the development of an inclusion team to include Marleigh. He then advised the document provided an opportunity for reflection within the school and he would want to further develop the school's existing four values in more detail.</p> <p>MA then proceeded to go through the document asking governors for their thoughts and views to allow the document to be further developed for the LGB on 20 March and to then go out to consultation with the trust and parents during the summer term.</p> <p>PB arrived at meeting</p> <p>A governor queried how would the school now start to prioritise the points in the document?</p> <p>A governor queried if the development of Sports, Arts and Literature (SAL) would replace STEM?</p> <p>MA advised that all schools have to teach maths and science, and the school would further</p>	

Signed By:	Date:

	<p>review how a well-developed curriculum could be delivered. Part of this was the appointment of Mr Parker as PE lead and there had already been an increased participation in competitions with other schools.</p> <p>A governor queried if priority 2 could be reworded? SW advised the presented document was for discussion only and for governors not to consider the wording of each priority at this stage.</p> <p>A governor noted the number of priorities and queried if by considering so many, could there be a risk of not achieving all of them? MA advised some points could be considered jointly and SW added that from the list, the school might choose a smaller number to develop further with more detailed sub-headings.</p> <p>A governor noted the school already had a strong safeguarding culture but queried if the school's vision should contain an explicit focus on safeguarding? MA advised part of the focus of the priority on SEND was the building of an inclusion team, part of which would have a focus on safeguarding. He would like there to be an additional DSL within the school in due course.</p> <p>A governor queried should there be a focus on forest schools and ecology? SW advised ecology had been included within the trust's strategic plan and MA added Marleigh had a forest school area the school will have access to.</p> <p>A governor noted consideration should be given to attract families with higher attaining children.</p> <p>A governor noted the priorities to be positive, especially around innovation and personal development and the connection between the school and the community.</p> <p>A governor queried if the priorities could be split into those that could only be addressed by the school and trust to allow governors to have a greater focus on others?</p> <p>SW asked governors to focus on the strategic and not operational side of the school and reflect on where they could add value to the priorities and take up responsibility for them.</p> <p>Action: Further draft of Vision document to be taken to LGB on 20.03.23 before going out to consultation with the trust and parents in the summer term</p> <p>SW asked if there were any further queries? There were none.</p>	MA/SW
4.	Any Other Business	
	<p>Governor Skills Audit – SW noted SH had recently forwarded a NGA governor skills audit to governors and asked all governors to complete it if not already done so.</p> <p>Action: Governors to complete governor skills audit and return to SH if not already done so</p> <p>Governor Visits – LD advised she had recently met with Miss James to review SEND and she would complete a report from her visit.</p> <p>Action: LD to prepare report from SEND visit with Miss James</p> <p>Horningsea Greenway – CL advised as part of the public consultation there was a possibility of the introduction of a 20mph speed limit on the main road outside of the school. MA added the school was just outside of the proposed congestion charge zone, and should it come into force how this would affect staff driving to school and parents dropping children via car is not known.</p> <p>KS2 SATs – MA noted SATs would run from 9 to 12 May and he would welcome a governor to visit during the week – CL and MF advised they would be able to attend.</p> <p>Action: Governors to consider school visit during KS2 SATs</p> <p>May LGB – It was noted the planned LGB on Monday 8 May would now be a bank holiday to form part of King Charles III coronation. It was agreed to move the LGB to Tuesday 9 May – as SH apologised for not being able to clerk the meeting due to having to work in another school,</p>	<p>All</p> <p>LD</p> <p>All</p>

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	<p>SW would ask Kerrie Jones if another clerk in the trust would be willing to clerk the meeting. If not, the LGB would be moved online to allow SH to type up minutes from the recording. Action: May LGB to be on 09.05.23 (in person) - SW to ask trust if another clerk could be in attendance, if not the meeting would be online</p> <p>June LGB – SW advised the LGB planned for 12 June clashed with the Yr6 trip to Grafham water and it had been proposed to move it to Monday 19 June instead which governors agreed with. Action: LGB planned for 12.06.23 to now be on 19.06.23</p> <p>Staff Governor – SW advised Mrs Tabram had left FD and therefore had also stepped down from the LGB. We will therefore need to recruit a new staff governor. An interested member of staff could be invited to a LGB as an observer before deciding to continue in the role. Action: Staff governor to be recruited to LGB</p>	<p>All/SW</p> <p>All</p> <p>MA/SW</p>
6.	Date of next meetings	
	LGB – Mon 20 Mar LGB – Tue 9 May (MF gave apologies) LGB – Mon 19 June LGB – Mon 10 July	
	Meeting closed at 7.15pm	

Signed By:	Date: