

GOVERNING BODY MEETING

Streatley Place, London NW3 1HU

Minutes of the Meeting held on Wednesday 9 November 2016

ATTENDANCE:

Linda Davies (LD) – **Chair**

Karyn Ray (HT) – **Head**

Helen Andrews (HA)

James Eades (JE)

Anna-Maria Morris (AMM)

Bernadette Warwick (BW)

Stephen Stark (SS)

Mirit Eldor (ME) – **Vice Chair**

Vassilis Zarifis (VZ)

OTHERS PRESENT:

Carol Murphy (CM) – Governor Support Officer

Alan Girling (AG) – Deputy Headteacher

Owen Rees (OR) – LBC observer

	ITEM
1	Welcome and Apologies for absence (Chair)
1.1	The Chair welcomed everyone to the meeting.
1.2	Apologies for absence were received and accepted from Rachel Segal (RS), Bianca Mollura (BM), Tony Millard (TM), Selina Skipwith(SS), Stephen Buzzard (SBz) and Sue Blake (SB). LD confirmed that RS will shortly be going on maternity leave but will remain as governor.
1.3	Yaa Animashaun was not present.
1.4	LD advised that Stephen Buzzard has had a serious cycling accident and on behalf of the full governing body wished him a speedy recovery.
2	Notification of Any Other Urgent Business (All)
	None
3	Declaration of interest, pecuniary or otherwise, in respect of items on the Agenda (All) & annual register of business interests
3.1	BW declared an interest in item 9. LD advised as there was limited update BW could remain present for this item.
4	Membership and Committee Structure
4.1	Committee structure and membership to remain unaltered.
4.2	Two parent Governors term of office expire later in November. JE & ME have both indicated that they wish to stand for re-election. LD & HT to

<p>4.3</p>	<p>organise a parent election with HT as returning officer.</p> <p>DBS for Governors became mandatory from 1 September 2016. Three governors are currently still without renewed DBS. SB & LD DBS applications are currently being processed. YA still outstanding.</p> <p>Action: YA to confirm DBS status as a matter of urgency. If application outstanding to contact AMM to complete ASAP.</p>
<p>5</p>	<p>Minutes of the Last Meeting</p>
<p>5.1</p> <p>5.2</p>	<p>Accuracy The minutes were signed and accepted subject to the following amendments.</p> <ul style="list-style-type: none"> - 8.1 should say SS not LD - 8.3 should say AAM not AG <p>Matters Arising None that are not elsewhere on the agenda</p>
<p>6</p>	<p>Headteacher Report</p>
<p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p> <p>6.7</p>	<p>HT gave a verbal summary of her report that had been previously circulated to all for reading prior to the meeting. Items of note included:</p> <p>Asbestos work has now been completed and the all clear has been given</p> <p>The Secondary School event was well attended</p> <p>Harvest festival event was very successful. A group of children took some of the donations to Barclays who were also collecting. The children felt they were actually giving rather than just having the donations collected. Thanks for AG for organising.</p> <p>Big Draw week last week. A variety of art was on show, demonstrating progression and skill development. All of the school were involved from Nursery through to Year 6</p> <p>Events coming up that governors are very welcome to attend include Christmas Fare, class assemblies, and Christmas music performance. There is no school Christmas production this year but there will be a summer production</p> <p>LD thanked HT for her report.</p>

6.3	
7	Performance & Attainment Data
	This item is included under item 8
8	School Development Plan, including SEF
9	Recruitment & Retention Allowance Update
9.1	LD explained that the process has been delayed slightly in part due to the delay in the national funding formula being introduced. The current status is that the consultation paper is with HR at LBC for comment and the consultation will start in January 2017.
10	Committee Reports
10.1	Finance & Staffing Committee
10.1.1	AMM advised that a proposal received from LBB regarding site management staffing has been considered and accepted.
10.1.2	Nursery Funding Consultation. LBB are proposing to withdraw funding for the additional 10 hours per week per child. Single parents will still be entitled to 30 hours placement. The situation however is still far from clear and it is not possible to advise parents currently. AMM & HT to attend meeting at Camden to get further clarification on the situation. This will be discussed at the next Committee meeting.
10.1.3	After school clubs are under review. Some clubs are not cost effective or have enough children attending. Clubs will be reviewed on an individual basis.
10.1.4	Office restructure. The office/admin team has been reviewed to make it fit for the future. Different models have been looked at and are currently being consulted on. AMM advised that this was a good time to do this, as there are several vacancies and staff on short-term contracts.
10.2	Standard & Curriculum Committee - as per item 8
10.3	Home School Liaison Committee – Chair not in attendance so to be discussed at next FGB
10.4	Premises and Environment Committee
10.4.1	HA advised that the cleaning contract had been retendered and a new contract offered. Action: HA to circulate minutes to governors
11	Governors Monitoring, Development, Training & Visits
11.1	LD advised that there had been very few requests for training and reminded governors that all training requests needed to be made via her.
11.2	VZ advised that he had recently attended governor finance training (as a

	governor for another school) and the standard of training was very good Action: All Governors - All training and visits need to be emailed to Clerk prior to each FGB meeting for recording
12	Chair Business/Correspondence
	NONE
13	Any Other Business
13.1	Community Infrastructure Levy SS advised a levy is charged to developers for all projects and this money is held for local projects. This is facilitated by the council via the local councilors. The current Hampstead fund has approximately £1 million available. The money needs to be used within 5 years. Schools are being invited to attend the forum. The forum is attended by a variety of stakeholders including churches, schools, business, and residents. Any party can submit a bid for funding and this is then put out of local consultation to choose which projects are supported. The projects need to have a community benefit and examples of projects previously approved include replacing bins and local community garden improvements. Action: SS to provide the date of the next committee/forum and further details of the scheme
13.2	SS asked is the New End development having any negative impact upon the school. HT advised that it hasn't to date but would continue to monitor the situation.
13.3	Hotel Development – HT advised that the developers had asked to hold a meeting at the school. HT stated that she was not comfortable holding the meeting here as this could imply support for any proposed development. SS asked if details of the request to be forward to him and he would continue to liaise with the Premises & Environment committee. Action: HT to provide contact details for hotel development meeting request to SS
14	Confidential Items
	There being no further matters to discuss, the Chair thanked those present for attending and closed the meeting at 8:35pm

Dates & Times for Future Meetings

Wednesday 1 February 2017

Wednesday 10 May 2017

Wednesday 5 July 2017

All meetings start at 7pm

Signed: _____ Date: _____
Linda Davies, Chair of New End Primary School Governing Body