

**Ashley Junior School
Full Governing Body Meeting
Thursday 24th May, 2018
at 6.00pm**

Minutes

Present:

Elizabeth Ward (EW) Chair	Partnership
Ian Rix (IR)	Headteacher
James Rand (JR)	Co-opted
Tim Bradley (TB)	Local Authority
Naomi Hutchins (NH)	Parent
James Hutson (JH)	Parent
Fiona Wood (FW)	Partnership
Paul Cousins (PC)	Co-opted
Valerie Twiss	Co-opted
Lara Whitney	Staff
Natasha Frisk	Co-opted

Apologies:

Isabelle Pennycock (IP)	Parent
Norman Bullen (NB) Vice Chair	Partnership
Lorraine Henville(LH)	Associate Member

In Attendance:

Lindsay Ratcliffe	Local Authority Clerk
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Challenge

Support

Impact

Action

Meeting was quorate at all times

1	<p>Welcome and Apologies: Meeting opened at 6.00. Apologies had been received and were accepted from NB and IP. VT and LW were introduced to the FGB. LW is the newly elected staff governor.</p>	
2	<p>Declaration of Pecuniary Interests (relating to this agenda) None declared</p>	
3	<p>New Governor: Adoption of new governor to FGB (Co-opted) VT had submitted an application via Hampshire and had previously met with Chair and HT. She had attended a committee meeting upon invitation. VT gave some background information to her application and explained her skill set which is a background in teaching. She wants to use her experience and is currently volunteering in school and is interested to work with the governing body seeing the workings of the school from a</p>	<p>School Gov Personal Dec to be completed and to be filed by clerk/CWA updated .</p>

	<p>different perspective.</p> <p style="text-align: center;">VT left the room</p> <p>There was a discussion among the members. Her application was accepted unanimously. VT returned to the meeting and was congratulated by the FGB who are all looking forward to her contribution.</p>	
4	<p>Budget: Approve Budget for Submission 30th May 2018</p> <ul style="list-style-type: none"> • The budget had been presented and explained in detail to the Resources Committee by the Finance Officer. • Copies of budget were available for all to examine and were shared. • The final budget completed by Finance Officer and HT has a surplus of approximately £5,000. This budget is tight, however on submission it will be approved by Hampshire County Council. • It was noted the largest proportion of the budget is 80% of the total which is allocated to staffing costs. • Compared to other schools this is a slightly higher percentage, however specialist provision at AJS justifies the costs. • Next year, there will be a shortfall; it is likely that AJS will not be the only school in this situation. • Chair (Resources) will approach HCC to request data on all schools in the area under the freedom of information act. • The budget was discussed. <p>Questions were asked about the staffing costs. Comments were made that businesses did not understand the necessity in schools for high staffing expenditure.</p> <p>It was explained that although costs were higher than some establishments, the actual percentage was small. Many staff are highly experienced and are on the Upper Pay Scale. This accounts for the schools success.</p> <p>The staffing levels within the school are necessary to ensure a high level of safeguarding.</p> <p>The FGB voted to submit the budget unanimously. Chair/HT signed the budget.</p> <p>Thanks were expressed to the Finance Officer who has worked tirelessly to ensure the budget was completed. She was congratulated by the FGB.</p> <p style="text-align: center;">TB left the meeting 6.32</p>	
5	<p>Items for next Agenda (6th June 2018)</p> <ul style="list-style-type: none"> • Skills Audit to be completed by all governors • Discussion of Whole Governing Body Training • Visits and Reporting of Visits • Admissions appeal (panel to be set up) • Feedback from meeting with Chris Jones • Terms of Reference/Committee Membership/Dates for Meetings 2018/19 <p>AOB: Japanese knotweed has been discovered in the garden of the caretaker's house and on the boundary of the school. A quotation has been received – cost £1950. (Further quotes have been requested). This will cover the initial treatment and include return visits to complete any further treatment and to inspect the site. It would be impossible to sell the property with the knotweed in the garden.</p> <p>A discussion followed asking was there proof it was knotweed and about the number of quotes requested. Property Services and the company who have given the quote have confirmed the existence of knotweed on the premises.</p> <p>A decision to make use of devolved capital to pay the costs was made. Following the sale of the house, the funds would be returned.</p> <p>The full FGB approved the decision to go ahead.</p>	<p>Clerk to produce a draft agenda within 24 hours.</p>

	Meeting closed at 6.40p.m.	
	Next Meeting 6.00 p.m. Wednesday 6th June 2018	
	Minutes approved by:..... Signature:..... Position:..... Date:.....	