

Barley Lane School General Purpose Committee Meeting 1 (Part 1 Minutes)

DRAFT

Date / Time:	04 th November 2015 at 17.00	Location:	Barley Lane School
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Attendees:	Initials:	Governor Type:
Jacqui Dye	JD	PAR
Damian Furniss	DF	AGOV
Mark Dye	MD	FOU
Karen Smith	KS	COO

Attendees:	Initials:	Governor Type:
Michael MacCourt	MM	STH
Simon Robinson	SR	STF
Kevin Goodey	KG	COO

Apologies:	Initials:	Reason:

Absent without Apology:	Initials:
Debbie Henderson	DH

In Attendance:	Initials:	
Kirsty Forbes	KF	Clerk
Anne Hannaford	AH	Associate Member
Dave Jones	DJ	Associate Member

Minutes To:
Attendees
Website

Min. No.	Actions & Decisions:	Owner:	Date Due:
1/1.1	<p>Apologies No apologies were received and no business interests were declared.</p>		
1/1.2	<p>Election of Chair JD informed the Committee that one of the outcomes of the Governor Review would be to change to a 2 Committee structure therefore each Committee will need to address the role of chair when undertaking this change. JD also highlighted that it would be best practice for other Governors to take on this role in order to spread the work load. JD agreed to Chair the meeting in the interim until the report is received from Babcock and the decision is taken at FGB.</p>		
1/2.1	<p>Minutes of the Meeting 10/06/2015 Agreed as a correct record and signed accordingly by the Chair.</p>		
1/2.2	<p>Minute 2/2.3 (2015) <u>Student Council</u> – SR advised that the school continues to informally take the opinions of some students who represent a cross section of the school. Formally, BL, have not managed to form a student council as it is difficult to get the required students together at once. MM advised that the level of challenge had been discussed with some students in relation to the quality of teaching and learning as well as routines and whether they felt they had been rewarded and challenged. MM agreed to send the records of these discussions to KF as evidence for Governors. DF asked if students take part in staff appointments. SR advised that teaching applicants must first teach a class before interview and students are asked for feedback. TAs also come in and interact with pupils before going for interview. JD asked, going forward, if it is practical to set up a student council or whether something more informal is better. SR thought it was a good idea to formalise the practice. DF thought it would also be good for Governors to get involved with the student council and attend some meetings. MM noted that it is a good opportunity to give students the same chances as main stream pupils. SR pointed out that it gives pupils a real voice. DF thought it would be beneficial to be able to ask students how things have changed at Barley Lane and get their opinions as part of Governor visits and he felt that the students will appreciate being heard. MD thought it would be best to outline to the students what will be involved so they are aware in advance. MM shared that the school have just started a speaking and talking appropriately learning activity which will sit very comfortably with the student council. MD asked for an outline proposal regarding the student council from MM and SR for the next meeting of the FGB to include input from other staff as well as what the school</p>	MM/SR	02/12/15

	<p>least good as well as ensuring pupils are safe. This requires constant rigour and vigilance as the groups of children, dynamic and mercurial, are challenging and risky and some teachers inevitably risk stagnation and comfort zones and must be challenged. Good teaching and learning and behaviour and safety are therefore at risk from two directions. The Committee agreed.</p>		
1/3.5	<p>Outcomes for Further Education/Employment/Training FGB Minute 1/3.1 – MM had not managed to get an anonymised copy of where students had gone but made Governors aware that all students who had left the school are now in full time training or employment.</p>		
1/3.6	<p>Staffing Report Performance management has been completed and will be put to the Pay Committee.</p>		
1/3.7	<p>Premises Report The following points were noted:</p> <ul style="list-style-type: none"> • The council have now granted the school permission to remove 4 trees and trim back the branches on the remaining trees. This will make the tennis court more usable. The school have been given 2 years to undertake this work. KG advised that it would be beneficial to wait until the new financial year to undertake this work as the cost will be approx £6000-£7000. Provisional costs for resurfacing the tennis courts would be approx £9000-£9500. AH thought it would be helpful to try and find funding for some of these costs. • The school would like to increase the capacity of the CCTV equipment as it currently only saves 7-10 days worth of footage. KG advised that he can replace existing drives at a cost of £150 each but the equipment is now so old that some units are starting to breakdown. KG has also looked at replacing the whole units at a cost of £325 each and this will provide months worth of saved data. This option would bring all the software in line and would give the school capacity to increase the number of CCTV cameras in the future. MM advised that it is very important to have as much saved data as possible as there have been incidences where the CCTV has been needed but the capacity has not been there to save older footage when it has been needed. KG advised that the total cost for new units would be £975 which he has available in his budget. MD asked how long the cameras have been in place. KG advised that some have been in place for 8 years and some are much newer and are working well. KG noted that only 2 of the cameras have ever gone wrong so they are more reliable. MD asked how often KG checks the time stamp against the units. KG advised it is carried out every six months. MD noted that he had recently undertaken some training where he was told it should be done every month in case the footage is needed for evidence. KG noted that the monitors are in his office so he is able to check them daily. The Committee agreed for KG to go ahead with this spend. • Barbed wire fencing has been put up between the low level and high level roof in order to keep students off after a recent roof climbing incident. KG was happy to discuss what deterrents could be used in the future. MM advised it was important to think about safety against costs as this has only occurred twice since he has been at the school. KG advised that provisional actions have been taken and more could be done in the future if the school think it is required. MD also thought the barbed wire would be a visual deterrent. MM explained that there are 3 access points to the low roof. Fencing could be put in at one point and a roller device could be attached on the flat roof of the new staff room. KG agreed to look into the cost for this. • MM advised there has been a rise in fence climbing and there are obvious frailties in the fence around the football pitch in addition to the loss of a number of footballs. MM explained that it is creating supervision issues. MM thought that putting netting over the top of the pitch would discourage climbing and would stop footballs being lost. KG will obtain a quote. • AH passed on a comment from a police woman who attended the roof incident who noted that MM was very good at dealing with the students and has a good deal of patience. MM advised that the police were brilliant. • MD asked if Bicton College have courses in tree removal and if they would be able to assist in the removal of the trees at a lower cost. KG advised that he has asked them in the past and they are unable to assist. 	<p>KG</p> <p>KG</p>	<p>02/12/15</p> <p>02/12/15</p>
1/3.8	<p>Student Wellbeing</p>		

	MM had sent out to Governors the Behaviour and Safety review document for the first half of the Autumn term.		
1/4.1	Governor Financial Competencies Some forms were returned to the meeting and KF clarified that only those who will sit on the new Resources Committee will need to complete them.		
1/4.2	Insurance KF had seen the policy and confirmed it was in date.		
1/4.3	Charging & Remissions Policy The Committee agreed to adopt the policy.		
1/4.4	Governor Expenses Policy The Committee agreed to adopt the policy.		
1/4.5	Lettings Policy AH confirmed that no changes had been made to lettings or the charges. The Committee agreed to adopt the policy.		
1/4.6	Curriculum Policy The Committee agreed to adopt the policy		
1/4.7	Emergency Management Plan KF had made a couple of minor amendments to staffing. The Committee were happy to approve the plan. DF asked what 'TBA' would mean for the school if it was burnt down. KG advised that the LA would get involved and therefore it would be to be advised by them what would happen in this situation so that the school can continue.		
	Meeting Closed: 18.20		

Next Meeting: FULL GOVERNING BODY			
Date / Time:	02nd December 2015 at 17.00	Location:	Barley Lane School