

UPLANDS COMMUNITY PRIMARY SCHOOL
FULL GOVERNORS MEETING
HELD AT SCHOOL ON MONDAY 28TH NOVEMBER 2016

PRESENT: Richard Lucas Clare Le Vay
Jon Cicuttin Andrea Cleaver
Richard Williams

IN ATTENDANCE: Ella Moore

APOLOGIES: Mary Inder, Carol Wilkins, Lauren Ponting

Ref	Agenda Item	Action/Date
1	Apologies for absence MI, CW & LP gave apologies in advance. All accepted.	
2	Declaration of Interest Declaration of Interest forms -signed by all Governors. Clerk's husband carries out regular buildings maintenance on school property. Reminder about confidentiality that any discussions not to be spoken about outside of the meeting.	
3	Minutes of previous meeting – 03.10.16 Agreed and signed by Vice Chair, CLV as a true and accurate copy. Minutes have been reduced as must be displayed on the school website.	
4	Matters Arising All agreed no need to have a Link Governor following advice from Governor Services. SDP went out with the newsletter.	
5	AOB SC nominated CLV as Vice Chair, TO seconded. All in favour. CLV to chair meeting in Mary's absence.	
6	Nomination of new Governor Vice Chair welcomed AG as new C&S governor.	
7	Standing Orders to be agreed – attached Amending Standing Orders to include RW in Resources Committee and replace MO from the Pay Panel with TO.	
8	Register of Interests None – delete this section for next meeting	
9	Head Teacher's Report Head asked governors if they were happy with the report and if any governors wanted to ask any questions. All governors were happy with the report.	
10	Governor Committees Feedback <ul style="list-style-type: none"> a) Finance & Resources Update – to include brief written notes Discussed chart of accounts, healthy contingency. Governors agreed for purchase of two interactive screens, to replace the PE shed, to purchase the new playpod and to obtain quotes for decorating the school. New website is live and will be fully compliant by term 4. Policies approved. b) Curriculum & Standards Update – to include brief written notes Discussed RAISEonline and Inspection Dashboard in detail. CLV produced report on experience of pupils during anti-bullying week, MI produced report on the consistency and efficiency of the 	EM

	approach to handwriting and SKC has visit scheduled on how governors will be informed about subject leaders. Policies approved.	
11	Pay Panel – Performance Management General Overview Considered staff appraisals including Headteacher appraisal. All recommended targets have been completed. Pay Panel approved all increments to staff.	
12	Governor Newsletter – CW & MI To be issued with newsletter on Friday 2 nd December. Term 3/4 to include paragraph each term on governor update information in newsletter.	EM
13	Date & Time of Next Meeting Monday 30 th January 2017 @ 18:00	
	Meeting Ended: 19:00	

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Summary of Actions to be taken:

Ref	Action Needed	Name & Date	Update/Date Completed
28/11/16 10a.	EM to purchase two interactive screens, replace PE shed, order playpod and obtain quotations for decorating the school. New website to be fully compliant by term 4.	28/11/16 EM	
28/11/16 12.	Term 3/4 to include paragraph each term on governor update information in newsletter	28/11/16 EM	

Matters Arising from Previous Minutes

Ref	Action Needed	Name & Date	Update/Date Completed