



**Minutes of the Local Governing Body of
Coppice Valley Primary School
held on Tuesday 26th September 2023, commencing 16:00**

Present: Hannah McNamara (HM), Richard Selfridge (RS), Dan Cawte (DC), Beth Hope (BH)		
Also present: Sarah Eley – Clerk (SE), Fiona Bingham – Clerk (shadowing)		
Minute No.		Action
LGB 1	<p>Apologies and absence (Please inform the Clerk prior to the meeting if you are unable to attend)</p> <p>BH sent lateness apologies – she arrived during the HT’s report. There were no apologies from JS, HG, and AS, who did not attend.</p>	
LGB 2	<p>Declarations of Interest</p> <p>All Governors to await the link and fill in the form.</p>	
LGB 3	<p>Any Other Business notified to the Chair/Clerk in advance of the meeting</p> <p>There was no other business.</p> <p>DC kindly offered to remain as Governor although he is leaving the school.</p>	
LGB 4	<p>Election of Chair and Vice Chair</p> <p>RS was voted in to continue as Chair.</p>	
LGB 5	<p>Minutes of the last meeting 4.1 – For approval 4.2 – Matters arising not included on the agenda</p> <p>The minutes were approved as a true and accurate record of the last meeting.</p>	
LGB 6	<p>Headteacher’s report</p> <p>Student numbers are as expected with a full reception cohort. There is no change in terms of SEN and PP (30 of each). SEF shows the school grading itself as outstanding in EY and personal development and a good in other areas.</p> <p>SDP implementation of Little Wandle phonics scheme -The staff are being trained and there will be a rollout after half term for KS1. The school will be using the inset day for the whole staff including TAs.</p>	

	<p>The school has been given a bronze award for Investors in Families. Staffing update – DC is leaving the school. An advert for a new DHT went out on Friday. This is a focus for the autumn term.</p> <p>DC was thanked for supporting the HT at the beginning of her tenure. DC said the transition to Hannah’s leadership had been very smooth.</p> <p>One-to-one meetings with staff have been held. Staff were very positive, particularly regarding the culture, strong leadership and camaraderie.</p> <p>Trust staffing changes – recruitment of Erica Hiorns new Director of Secondary, Rhianwen Jones Governance Lead.</p> <p>Coppice Valley is fully staffed now.</p> <p>KS1 and KS2: Reading was +1.29 scale score Writing was +1.61 Maths was +1.47</p> <p>There were some successful re-marks.</p> <p>DC commented on data.</p>	
LGB 7	<p>Chair of Governors’ Report</p> <p>The Chair said that the Governing board needed to be developed over the next six to nine months so that the Governing body could feel confident in its role around its three aims.</p> <p>RS mentioned the Governance Conference, the speaker talking about AI, CEO’s talk about the development of the Trust, the presentation by Erica Hiorns, Director of Secondary Education.</p>	
LGB 8	<p>Link Governors</p> <p>There was nothing to report.</p>	
LGB 9	<p>Finance and Resources Update</p> <p>The finance report had been submitted. There is an £11k surplus. There was an anticipated deficit of £12k. More income will be coming in from before and after school clubs. The teaching staff uplift is included but not that of the non-teaching staff. This has been budgeted at 3.5%. Other expenditure – the budget had been fully spent at the end of July. The biggest underspend was on the playground where £8k, rather than £20k, had been budgeted for.</p> <p><i>Q What will happen to the underspend?</i></p> <p><i>A It can be carried over. There will be a new PTA meeting on Thursday where it will agree the area for which funds are required how money might also be generated from improved resource.</i></p> <p><i>Q What is planned for the playground?</i></p> <p><i>A SS has examined the playground after concerns about some deep grazes and slippage on wet days, but has declared it fit for purpose.</i></p>	

LGB 10	School Policies for approval/Trust Policies for Information Health and Safety Policy Statement There were no policies to be approved. The Health and Safety Policy has not changed and is re-ratified as it stands.	
LGB 11	Communications: a) Update from our Trust b) Feedback from Education Board The Trust has shared some Red Kite information on new Trust premises. Rossett has joined the Trust. Erica Hiorns has come in as Directory of Secondary Education. Nothing from the Education Board.	
LGB 12	Safeguarding/Health and Safety (standing item) There was nothing raised regarding Safeguarding and Health and Safety.	
LGB 13	Risk Register (standing item) NASUWT members are saying they are officially working to rule on industrial strike days, although staff will continue to be supportive. NYCC have lost the paperwork for two annual EHCP reviews, with the email trail showing this is a problem at their end and not with the school. The school has sent a letter of complaint to the deputy director of services at NYCC, Janet Crawford. The funding is however still being received by the school.	
LGB 14	Governor Training The Chair will discuss Governor induction plans with the Clerk. RS will double check that all Governors have completed training. HG's DBS has gone missing.	RS/SE
<p>Date and time of next meeting The meeting ended at 4.50pm. The next meeting will be held at 4pm on 28th November.</p>		

ACTION POINTS

ITEM NO	ACTION	WHO	BY WHEN
LGB 14	RS and Clerk to discuss Governor induction on the Clerk's return from leave (after 15 th October)	RS/SE	Next LGB

Signed:

Date: