



Campsbourne Primary School
MINUTES OF THE GOVERNING BODY MEETING
Held on 10th June 2020, 6pm (conference call/virtual meeting)

Membership:

Position	Name	Initial	Appointment Date	Term End Date
LA Governor	James Langley	JL	05/12/2016	04/12/2020
Parent Governors	Jude Fransman	JF	24/11/2019	23/11/2023
	Gladys Merceron	GM	21/11/2018	20/11/2020
Staff Governor	Jade Springer Best	JSB	07/10/2019	06/10/2023
Co-opted Governors	*James Barten	JB	08/12/2016	07/12/2020
	Eleanor Jones <i>Chair</i>	EJ	19/09/2018	18/09/2022
	Stuart Parker	SP	15/09/2016	14/09/2020
	*Rachel Roberts	RR	26/02/2018	25/02/2022
	*Brij Sharma <i>Vice Chair</i>	BS	14/09/2017	13/09/2021
	*Owen Cheshire	OC	12/12/2018	11/12/2022
Associate Members	Anita Jakhu	AJ	11/07/2019	10/07/2023
	Alex Heywood	AH	11/07/2019	10/07/2023
Headteacher	Jonathan Smith	HT	<i>Ex officio</i>	

*Asterisk denotes absence

Also in attendance: Elizabeth Rarieya, *School Business Manager*; Felicity Baird, *Clerk to Governing Body (Haringey Education Partnership)*

PART 1

1. WELCOME / INTRODUCTIONS / APOLOGIES

- 1.1 The Chair welcomed all to the meeting.
- 1.2 The following apologies for absence were received JB, RR, BS, OC, and were accepted by the Governing Body (GB). The GB was quorate.

2. DECLARATIONS OF INTEREST, PECUNIARY OR OTHERWISE, IN RESPECT OF ITEMS ON THE AGENDA

- 2.1 None were made.

3. MINUTES OF THE MEETING OF 20 MAY 2020 AND 4 JUNE 2020; MATTERS ARISING

- 3.1 The Minutes of 20th May and 4th June would be reviewed at the next meeting of the GB in July.

Action: Approve GB mins 20 May & 4th June at next GB meeting.

4. CHAIR'S ITEMS

- 4.1 The Chair said the Vice Chair had liaised with a potential new Governor and was following this up. Governors were asked to contact her if they knew of any suitable candidate for the GB, noting that it would be good to have someone with an educational background.

5. BUDGET 2020-21

- 5.1 It was noted that the deadline for the submission of the budget and the Schools Financial Values Standard (SFVS) had been extended by the Local Authority (LA) to 30th June 2020, due to the Covid-19 pandemic.
- 5.2 The School Business Manager (SBM) took the GB through the budget, highlighting the following:
- Income had been based on what had been advised by the LA. The DfE had confirmed that grants for teachers' pay and pension would continue for the next academic year. A 2% pay increase for teaching and support staff was included.

- Free School Meals (FSM) data and Ever6 numbers had been used to calculate Pupil Premium (PP) income.
- The census was used to calculate the FSM funding. The DfE would be announcing allocations this month so any adjustments would be made thereafter.
- Income was further based on the school resuming in September and running the after school and breakfast clubs.

5.3 Q: Line 46 refers to 'rates', what does this mean?

A: Council tax

5.4 Q: What is meant by 'cash collection' in line 187 and in the E&I document?

A: This is a service whereby cash (from fundraising or any cheques received) is collected once a month.

5.5 Q: Why are governor expenses listed elsewhere from governor training?

A: These are different expenditures and would also cover childcare costs.

5.6 The SBM reported that £10k had been set aside for capital/ICT. A new TV screen had been installed and linked up to the Deputy Headteacher's PC, which would assist with meetings.

5.7 Q: Is the income from the after school/breakfast clubs based on the same levels as before Covid-19?

A: No, the levels have been reduced to approximately 80%.

The HT noted that new Reception pupils' families had asked about the after school club and said that if numbers were high the club could be split into groups and placed around the school in different areas.

5.8 Q: You have assumed zero income for lettings?

A: Yes. Swimming was the biggest income generator. As soon as the instructor has received the green light from the government, lessons would start up again. If major changes happen later in the year, the budget can be revised.

It was noted that the process for revising and resubmitting the budget had been checked.

5.9 Q: Do you know what training will be financed?

A: Primarily the 'sounds right' programme, which is booked in for 4 days in September. The main focus for the school is the teaching of phonics and spelling throughout the school and is in line with the new Ofsted framework. Most of the training budget has been allocated. CPD will be harder to carry out because of having less money to cover the cost of the course and releasing staff, therefore we will need to be more strategic about how we carry out CPD.

The HT explained how the length of staff meetings were linked to teachers' pay and conditions, and that teacher agreement would have to be sought to extend the length of a meeting for the purpose of carrying out training.

5.10 The Chair noted the GB was not comfortable signing off the SFVS. It was agreed that it should be updated and brought to the GB meeting in July for sign off.

Action: SFVS to go to July GB meeting for review.

There being no further Part 1 business, this section of the meeting closed. The SBM and Associate Members left the meeting at this stage.

ACTION LIST

ITEM	ACTION	ASSIGNED TO
3.1	Approve GB mins 20 May & 4 th June at next GB meeting.	All
5.10	SFVS to go to July GB meeting for review	All

SIGNED



ELEANOR JONES, CHAIR OF THE GOVERNING BODY

DATE

25/9/20