



COWES PRIMARY SCHOOL

MINUTES OF FULL GOVERNING BODY COMMITTEE MEETING

Held on Wednesday 15th February 2017

Attendance	
Malcolm Carter (MC) - Chair	Liz Jackson (L J)
Hilary Richardson (HR)	Lynne Westhorpe (LW)
Stephanie Praetig (SP)	Rachael Groves (RG)
Alison Radcliffe (AR)	Rod Ainge (RA)
Andy Brandham (AB)	Steve Holland (SH)
Also Present: Kim Comer - Clerk (KC), Donna Robinson - Business Manager (DR)	

1.	<p><u>Apologies</u> Apologies were received from Abigail Sollars & John Barrie due to work commitments.</p>	
2.	<p><u>Pecuniary & Personal Interest Declarations</u> None declared</p>	
3.	<p><u>Minutes of Previous Meeting</u> The minutes of the previous meeting had been distributed prior to the meeting and as there were no amendments to be made, they were agreed and signed by MC (Chair).</p> <p><u>Actions Points</u></p> <ul style="list-style-type: none"> • KC advised that some action points and agenda items had been postponed to the next FGB on Tuesday 14th March 2017. • RA gave an update on the Road Crossing Patrol as he had met with Cowes Town Councillors in an effort to gain their support. RA had also contacted the Chair of the Cowes Business Association but unfortunately the matter was not raised at their meeting. MC/DR & RA had then attended a meeting of the Town Council Projects Committee, who felt this was a good cause. RA then attended and lobbied the main Council meeting, but the Council felt it was the schools responsibility. RA questioned the moral of this decision. RA said he had 11/12 Councillors on his side and would continue to work towards gaining their support. <p>Cowes Town Council had asked for a three-year plan and RA asked DR if this could be sent to them detailing the exact cost. This needs to be done quickly in view of the re-elections due in May 2017 and the matter needs to be raised on the Council's March meeting agenda.</p> <p>A meeting with the Police had also taken place, and they gave their advice on obtaining a permanent crossing. The possibility of a Pelican crossing during school time only was an option. There can be problems with nearby residents if a light from a crossing is on permanently and RA reported that a form of shielding the light is ineffective. Some other options suggested were traffic calming which had been discounted and also a data collection strip that counts the number and speed of vehicles crossing the cable.</p> <p>SP stated that 2 incidents had already been reported to the Police and they were aware of the situation. SP & MC both thanked RA for all his time and hard work taken on this so far.</p> <p>DR reported that the friends of Cowes Primary had suggested a crowd-funding page to raise money towards the cost of the crossing. They are also holding a Lollypop for Lollypop event</p>	DR/ RA

	<p>to raise money. There are plans to hand out leaflets, use publicity in the local press and radio to raise awareness of the need for the crossing. £13.5K is required to cover the cost of the crossing for the next three years.</p> <p>It was suggested that the RG & pupils in year 6 could help with a traffic survey and SP asked MC if there was a possibility of borrowing some counting 'clickers' from Red Funnel.</p> <ul style="list-style-type: none"> DR confirmed that the new photocopier contract had gone ahead as agreed at the last FGB and the new copier was in place. 	RG/ MC
4.	<p><u>Pay & Finance Committee Report back to FGB</u> <u>Confidential item</u> P&F shared the decision made and the reasons behind the decision with the rest of the Governing Body.</p>	
5.	<p><u>Training Update</u> AR had spoken to MC concerning her role as Development Governor, and she felt that her other commitments meant she did not have enough time to devote fully to this role. MC said he understood completely and MC would review the role with other Governors.</p> <p>MC had recently emailed the training options available as a reminder to Governors. These had previously been circulated in December 2016.</p>	MC
6.	<p><u>Feedback from Monitoring Visits</u> AB had made a routine safeguarding visit today (15/02/17) he had met with DR and reviewed the Single Central Record system; he also met with Abi Pascoe and talked through the systems in place, support from external agencies and how they feed into the school. He also met with SP and discussed the annual safeguarding visit. New publications had been produced regarding this but they had not been received to date.</p> <p>AB also met with Jeremy in IT and discussed the safety of emails and also the options available with Broadband suppliers. SH explained that the filtering in operation with the current supplier was very good and would be hard to match. AB had completed a monitoring form and passed it to KC for filing.</p> <p>KC confirmed she had emailed a master copy monitoring form to all Governors to make it easier for them to complete when making visits. The Monitoring file is kept in the photocopier room on a shelf to the left of the copier.</p> <p>HR had made a Science visit and had been very impressed with the knowledge and awareness of the year 6 pupils. HR thanked RG for her help during the visit and also for her efforts in making this subject such an enjoyable experience for the pupils.</p>	
7.	<p><u>Any other Business</u> RA asked what was involved in the role of Parent Governor. KC explained that she had received advice from the Local Authority and there was some doubt about a Grandparent being eligible. MC explained that currently RA was a co-opted Governor and that the responsibilities for all Governors were the same.</p> <p>MC recommended that any new Governors attend the induction training in May, but LJ, HR & RG were not available. It was agreed that KC would make sure that RA was booked onto the training and would confirm to RA.</p> <p>HR said she had been asked by some Parents about arranging an overnight Science night in a London Museum and asked what the schools view on this might be. She said it could be arranged cheaply using public transport. This would need to be for year 5/6 pupils (age 8 to 11). SP agreed to meet with HR to discuss this further.</p>	KC
8.	<p><u>Date and Time of Next Meeting</u> The next meeting will be on Tuesday 14th March 2017 at 18.30</p>	

Action Points

Point	Details	Assigned Person	Due Date
C/F	Arrange Prevent training for new governors to be given by SP	SP	14 March 2017
C/F	Scheme of Delegation reviewed and updated	MC	14 March 2017
C/F	Maths Monitoring Visit Form to be completed and filed in register	JB/SH	14 March 2017
C/F	Publication of parent survey	AB/AR	14 March 2017
3	Update on Road Crossing Patrol funding & Council meeting – 3 year budget plan report to Cowes Town Council. Year 6 pupils traffic survey to take place	RA/DR RG/MC	14 March 2017
7	KC book RA onto Governor Induction Course (8/5)	KC	ASAP

Signature _____ Position _____

Name _____ Date _____