

# West Cliff Primary School

## Governing Body Meeting

12<sup>th</sup> December 2016 @ 3.30pm

**PRESENT:**    **Chair**            **Diana Jeuda**  
   **Susan Clough**  
   **Paul Gildroy**  
   **Bob Dalrymple**  
   **Mark Burnett**  
   **Ruth Cockerill**

**Clerk**            **Peter Geer**

	<b>Welcome</b> The Chair welcomed the Governors to the meeting.	
<b>16/105</b>	<b>Apologies for Absence</b> Apologies were received and accepted from Dot Russell (child related issues) Diana Robinson (hospital appointment) and Christina Zanelli-Tyler (other school issues)	
<b>16/106</b>	<b>Declarations of Interest and Confidentiality</b> There were no declarations of interest.	
<b>16/107</b>	<b>Confidential Agenda Items</b> There were no confidential items.	
<b>16/108</b>	<b>Minutes of the Full Governing Body Meeting held on the 31<sup>st</sup> October 2016</b> The Governors discussed the minutes of the Full Governing Body of the 31 <sup>st</sup> October 2016.  <b>DECISION: The minutes were accepted by the Governors as a true and accurate record of the meetings, proposed by SC and RC, and were signed by the Chair.</b>	
<b>16/109</b>	<b>Matters Arising</b> <b>16/98 Multi-Academy Trust</b> – The idea of a Parent Trustee was discussed but none of the Parent Governors at West Cliff had the time to commit to the role.	
<b>16/110</b>	<b>Finance Update</b> BD - as Finance Governor - confirmed that he had met with the Headteacher and the Bursar. The Revised Budget for 16/17 predicts a	

	<p>surplus, however the Revenue Finance Forecast predicts a small deficit of £2k for 17/18. BD explained that they are looking to put together an Action Plan to bring this deficit back in and will be meeting in the New Year to discuss this.</p> <p><u>The Governors asked</u> why there was a deficit and BD explained that it is partly due to slightly lower pupil numbers and also variance in Pupil Premium.</p> <p><b>DECISION: The Governors voted to accept the 16/17 Revised Budget and the Revenue Financial Forecast.</b></p>	<i>Financial Probity</i>
16/111	<p><b>Multi-Academy Trust</b> The Governors noted that the MAT application has now been submitted.</p>	
16/112	<p><b>Headteacher Update</b> Deferred to the next meeting</p>	
16/113	<p><b>Pupil Premium</b> Deferred to the next meeting</p>	
16/114	<p><b>SEN</b> Deferred to the next meeting</p>	
16/115	<p><b>Safeguarding</b> Deferred to the next meeting</p>	
16/116	<p><b>Policy Reviews</b> The Governors discussed the Complaints Policy, the Teacher Complaints Policy, the Data Protection Policy and the Whistleblowing Policy. and the Teacher Pay Policy.</p> <p><b>DECISION: The Governors approved and adopted the Complaints Policy, the Teacher Complaints Policy, the Data Protection Policy and the Whistleblowing Policy. They noted that the Data Protection policy did not include the protection that needed to be observed by the school in connection to its employees and agreed to return to this at a future meeting.</b></p>	DJ to ensure the DP issues are acted upon.
16/117	<p><b>Data Protection</b> See 16/116 above</p>	
16/118	<p><b>Governor Monitoring</b> The Chair explained that a staff questionnaire had been carried out and the results had been shared with DJ, SC, DUR and BD.</p> <p>The Governors understood that the questionnaire revealed some good areas but also raised some issues which require further investigation, as a</p>	

	result NYCC have been invited to come into school at the start of next term to to carry out a stress audit and to provide the school with support	
<b>16/119</b>	<b>School Website</b> Deferred to the next meeting	
<b>16/120</b>	<b>Governor Training</b> Deferred to the next meeting	
<b>16/121</b>	<b>Any other Urgent Business</b> None	
<b>16/122</b>	<b>Future Meeting Dates</b> Wednesday 10 <sup>th</sup> January @ 3.30pm	