

**Minutes of the Governing Body Strategy Meeting
held on Tuesday 20th May 2024 at 09:45**



Present

Guy Bailey (Chair)	GMB
Sophie Bloxam	SB
Rebecca Clements	RC
Claire Brooke-Wilson	CBW
Anne Gibbard (Headteacher)	AG
Kelly Headon	KH
Beth Warren	BW

In Attendance

Paul Tylor (PT) (Associate Member) Andrew Hughes (Clerk)

Advice given by governors at this school is incidental to their professional expertise and is not given in their professional capacity.

Governors will respect the confidence of those items of business which a governing body decides and not disclose what individual governors have said or how they have voted within a meeting.

Documents distributed in advance: Agenda, minutes of the last meeting, Strategic Risk policy, SEND monitoring report, H&S Report, Risk Register.

PART 1

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Action
Agreed

1. Welcome and Apologies

Apologies had been received and were accepted from Marie Cast. All other governors were present. The Clerk declared the meeting quorate.

The Chair welcomed all to the meeting which would discuss Strategy for the Future of the School.

2. Declarations of Interest

No Governor declared a conflict of interest in any agenda item. All governors confirmed that their business and education interests on the Hub were up-to-date.

3. Minutes of the last meeting

Governors **agreed** the minutes of the meetings held on 20th March 2024 as a true record to be signed by the Chair.

4. Matters Arising from the Minutes

Governors reviewed the action register

Agenda Risk Register
Governor School visits
Deficit Working Group
Budget 2024/25
Carbon Footprint
H&S Report
Risk Man. Policy
Finance Policy
School Fund Accounts
Policy Impact Statements

on agenda
Recent reports are on the Hub
JS reported this had not yet met **KEEP**
AG noted a projected c£50k deficit **KEEP**
GMB noted he was working on this
PT noted he had carried out an inspection
AG noted this had been updated
AG noted this had been updated
AG reported these awaited audit **KEEP**
AG reported these were now on the Hub

Update
Action
Register

5. Chairs Actions and Report

GMB advised that he had not needed to take any emergency actions since the last meeting.

6. Constitution of the Governing Body

Governors noted that the term of office of Staff Governors Becky Clements would end in October. They asked the Headteacher to arrange an election next term

AG arr. ST election

Governors congratulated Becky who was expecting a baby. AG noted cover for her upcoming maternity leave

7. Governor Monitoring

Governors noted that their visits needed a follow-up report and thanked those governors who had already posted theirs on the Hub. AG noted the schedule of visits that they should follow.

All complete mon. visits

GMB asked all to complete their visits

8. Policies

Governors agreed to defer approval of these to the next meeting. They noted the reviewing responsible governor for each:

First Aid	PT
Behaviour	CBW & SB
Staff Disciplinary	GMB & BW

Agenda policies next mtg

9. Strategic Planning

Governors reviewed the documents from last year's Strategy Meeting and AG suggested that they review how the school had performed. GMB asked that governors also identify any risks associated with the stated objectives.

No. 1 To be the School of Choice

GMB noted this objective had been met by more than 100%. AG reported there had been 52 first preference applications for September and that the waiting list held 12 names.

Governors noted that with a PAN of 52, the resultant smaller classes were attractive to parents. JS asked who would decide if the school should academise as that could affect PAN; AG said the Local Authority.

AG noted that the quality of education at this school was very high and she hoped this could mean the award of an Ofsted "outstanding" assessment. She noted that although the school collated KS1 SATS data, this no longer had to be sent to County. In answer to GMB she said the school intended to publish the figures as they were very good. She reported that pupil data was passed to children's next school (generally The Greville for Barnett Wood children). She noted Barnett Wood's reputation for being good with SEND children. Governors discussed media coverage and made suggestions. They asked SB to research opportunities for local publicity.

SB look into local media

Governors reviewed associated risks:-

Number on Roll.	Acceptable risk, responsible persons AG and Chair
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Parent view that too many SEND children.	Acceptable risk, responsible persons AG and Chair
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Risk of downgraded Ofsted grade.	High risk, as parents did not all understand this grading. Responsible persons AG and Chair
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AT 10:45 JS LEFT THE MEETING

No. 2 Sustainability and Resilience

GMB reported on local partnerships. AG suggested that these should be long term, especially financial. The three-year forecast should be balanced. Governors discussed and identified possible efficiencies and cost savings noting AG's wish to clear the current deficit.

Governors noted current problem with County delaying EHCP payments. AG noted maternity cover insurance that would save money and CBW noted Amazon payment opportunities. AG noted that the greatest saving could come from staff restructuring, although as the school already had the correct number of teachers, any reduction would have to be from support staff.

GMB queried other income streams and AG said after school Clubs produced an income. BW suggested a Holiday Club but discussion centred on resourcing issues. GMB suggested solar panels and said that a quick fix would be to equip the swimming pool. PT suggested researching collective purchasing prospects.

Governors asked the Deficit Working Party to meet as soon as possible and report to the July GB meeting on a way forward.

AG noted the income potential from the Pre-School and governors asked GMB and SB to meet with the management to find a way forward.

Following discussion, governors asked GMB and AG to look at partnership with The Greville, and MC to look at possible Independent Sector partnership

Governors reviewed associated risks:-

Budget Deficit	This was a high risk and needed to be addressed. The responsible persons were AG and the Chair
Recovery Plan	Governor asked AG to prepare a Deficit Recovery Plan
Financial Mismanagement	AG suggested this was a low risk as there was now a School Business Manager in post.
Fraud	Governors considered this was a low risk
Insurance	AG advised that this was managed by County

No.3 A Bright Future For All

GMB suggested a need to discover parent's aspirations for their children's future education. CBW proposed work to align Barnett Wood with the systems of the schools their children move on to. AG noted that it was possible for County to say that one school could be a feeder to another (e.g. Barnett Wood to The Greville) but that was subject to agreement from The Greville and consultation

BW noted that the Succession Plan should include a Development Plan. Governors discussed this in relation to governors and agreed that they should conduct a Skills Audit. They asked GMB and BW to undertake this.

BW noted that there had not yet been a follow-up to the Headteacher's appraisal

Governors reviewed associated risks:-

Failure to recruit appropriate governors
Negative School publicity
Failure of the GB to function
Pupil retention.

No. 4 A Culture of Continuous Improvement

AG advised that the Children and their Safeguarding were at the heart of all that Barnett Wood did. She added that the staff were always working on improvement.

BW asked about the celebration of success and how the school published this. AG noted that currently such news was only passed to parents and SB thought it should be shared more widely, perhaps on the Internet.

Governors discussed peer reviews and collaboration of the school, noting this could be a useful pre-Ofsted tool. As this would be costly, GMB asked if an arrangement with another school such as The Greville might be possible, with each reviewing the other.

Governors reviewed associated risks:-

Parent communications, especially when they wished to know about their child's progress. AG noted improved newsletter content and a better school report were

GMB look into solar panels

JS/MC report next mtg

GMB/SB meet pre school

GMB/AG/MC seek prtships

AG prep DRPlan

GMB/BW skills audit

possible.

Robustness of organization

A bad Ofsted inspection

Failure of IT security

Management Information

to stakeholders.

Risk Register

Governors agreed AG and the Chair were responsible

Governors agreed AG and the Chair were responsible

Governors asked IT governor JS to monitor this

Governors agreed AG and the Chair were responsible

Governors agreed PT was responsible

10. Any Other Business

Governors thanked JS for allowing them to use her house for this long Strategy Meeting.

11. Date of Next Meeting

Summer

FGB meeting

Tuesday 9th July 2024 4 – 6pm at the school

Autumn

FGB meeting

Monday 23rd September 2024 4 – 6pm at the school

Governors asked GMB to propose dates for all subsequent 2024/25 meetings

**GMB
propose
FGB dates**

There was no Part 2 business. The meeting ended at 13.15

Signed..... Date.....

ACTION POINTS FROM THE MAY MEETING

Date	Item	Details	Who	When	Status	Notes
12-Dec-2024	11	Governors to visit school and submit a report	ALL	20-Mar-2024	Open	
12-Dec-2024	16	Deficit Working Party report to FGB	MC/JS	20-Mar-2024	Open	
20-Mar-2024	4	Update Action Register	AG	immediate	Open	
20-Mar-2024	8	Prepare Carbon Footprint Report	GMB	When possible	Open	
20-Mar-2024	13	Submit audited School Fund accounts to FGB	AG	20-May-2024	Open	
20-May-2024	6	Arrange a Staff Governor in Autumn Term	AG	Autumn 2024	Open	
20-May-2024	9	Look for media opportunities to publicise the school	SB	immediate	Open	
20-May-2024	9	Investigate solar panel installations	GMB	Immediate	Open	
20-May-2024	9	Deficit Working Party to report	JS/MC	asap	Open	
20-May-2024	9	Meet Pre-School managers to investigate future	GMB/SB	asap	Open	
20-May-2024	9	Prepare Deficit Recovery Plan for GB approval	AG	9-Jul-2024	Open	
20-May-2024	9	Arrange a governor skills audit	GMB/BW	9-Jul-2024	Open	
20-May-2024	11	Propose meeting dates for 2024/25	GMB	9-Jul-2024	Open	