



Gresham Village School and Nursery
FULL GOVERNING BODY MEETING
Monday 23rd September 2024 at 1800
MINUTES

Present

Stephen Balmer-Walters - Chair	SBW	Sarah Rankin - Clerk
Gillian Sampson – Vice Chair	GS	
Marc Goodliffe – Head	MG	
Tony Bolderston	TB	
Georgy Clifton-Brown	GCB	
Lauren Taylor-Brown	LTB	
Sophie Neylon	SN	
Alice Vargo	AV	

ACTIONS challenges **DECISIONS**

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
Governors were welcomed to the first meeting of the academic year. There were apologies from RB. There were no declarations.	

2. ELECTION OF CHAIR AND VICE CHAIR

	ACTIONS
Election of the Chair: SBW volunteered to take on the role for this academic year. This was supported by the LGB.	
Election of Vice-Chair: GS was elected as Vice Chair.	
GS and RB were thanked for all their work as Co-Chairs over the last academic year.	

3. LGB CODE OF CONDUCT AND DECLARATION OF BUSINESS INTERESTS

	ACTIONS
LGB Code of Conduct: The board read and agreed to abide by the Code of Conduct which was signed by the Chair.	

<p>Declaration of business interests: The Clerk reminded Governors to update their business interests on Governor Hub, noting the requirement to publish these on the school website.</p>	
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4. LINK ROLES

	ACTIONS
<p>Link Roles: These were confirmed as follows: RB – Pupil Voice GS – Monitoring SBW – PE and sport GCB – SEND and PP LTB – Safeguarding TB – Premises and Health and safety AV – Staff Wellbeing SN – Equality, diversity and curriculum Governors were asked to report back on their areas as appropriate at the next meeting on 21st October.</p>	<p>ALL</p>

5. MINUTES FROM THE MEETING OF 8TH JULY 2024 - ACCURACY

	ACTIONS
<p>The minutes were approved for accuracy.</p>	

6. MATTERS ARISING FROM THE MINUTES

	ACTIONS
<p>Extension of car park lease: Meeting arranged with MG and Geoffrey to discuss.</p>	
<p>Website update: MG advised that the Trust are revamping all school websites from January. A photographer has been commissioned to update photos. MG advised he is aware that the policies have disappeared from the website, and that this is being rectified. Governors expressed frustration that funds are available for website remodelling when there is a recruitment freeze.</p>	
<p>EYFS parent survey response letter: Responses were viewed by Governors which were overwhelmingly positive. 100% of children feel safe at school. 25 responses received. Lack of information and home visits for new parents was raised and the various channels of communication discussed which can lead to confusion. MG will look into this. Full letter of response will be sent to parents.</p>	<p>MG</p>
<p>TA access to CPOMS: The CEO has agreed that all teachers will have enhanced access to CPOMS. TAs can be tagged in entries as appropriate. MG will give training to ensure all staff are aware of the process.</p>	<p>MG</p>

Safeguarding training: This is now taking place on 25 th October. An invitation was extended to all Governors.	
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7. COMPLIMENTS AND COMPLAINTS

	ACTIONS
Compliments: Received from the CEO congratulating the school on its SATS results. LTB advised that she had met a parent who is a teacher at Sheringham High who commented that GVSN children are well-rounded and kind.	
Complaints: None.	

8. REPORT FROM THE TRUST CHAIR'S MEETING 17TH JULY

	ACTIONS
<p>GS reported on the following:</p> <ul style="list-style-type: none"> Trust finances. New CFO Michelle Allbones has been appointed and will be visiting all schools. Overspend across the Trust due to increasing energy costs, supply costs and the teacher pay rise. Going forward finance will be tightly controlled. It was noted that all expenditure over £500 will need 2 quotes, with 3 quotes for any expenditure over £5000. It was confirmed that the capital development budget is protected. SEND – common theme across the Trust. Financial issues are affecting the recruitment of TAs across all schools. No immediate plans for a central Trust SEND lead. Risk register – falls under the Estates manager brief. Will be a standing item on the LGB agenda. Scheme of Delegation: Governors examined the new scheme of delegation which includes and gives shape to the LGB responsibilities. VNET – termly compliance reviews scheduled. CEO visit – it was agreed that attendance on the monitoring day would be a great opportunity to showcase the school. 	

9. HEADTEACHER'S REPORT

The Headteacher reported the following:	
Inset days: Day 1 was spent getting the school ready. Staff were thanked for their huge efforts. Safeguarding training rescheduled for 25 th October. Day 2 – teaching and learning. Walk throughs used via the Trust training tool for teaching and learning. Consistency across the school is being looked at.	
KS2 SATS results: Governors congratulated the school on excellent above national average results in reading and maths. Challenges remain with writing which was just below the national average. MG advised that a 70% target is in place for this academic year, and that the school is working with Astley Primary and Cromer Junior School on planning. It was noted that an out of	

<p>county trainer is visiting the school in the spring term to carry out moderation and training. Summer training will take place with Cromer Junior and Astley.</p> <p>Governors were reassured that a plan is in place to strengthen writing.</p> <p>Targets for 24-25:</p> <p><i>Year 1</i> Phonics: 80% meet threshold. Multiplication check: 80% score 20+ and 30% achieve full marks.</p> <p><i>Year 6</i> Reading: 90% Writing: 70% Grammar, punctuation and spelling: 70% Maths: 90%</p> <p>MG noted that targets are ambitious but achievable given this is quite a capable year group.</p>	
<p>Phonics: following the visit from the Wensun Trust, phonic sessions have now been increased. All phonics resources have been renewed and training for all staff is taking place in October and January.</p> <p>Pathways to Write: now extended to Reception.</p> <p>Staffing: SA on track to complete Early Years Teacher Training by the end of October. AV is now on board as Year 2 teacher. School is feeling the effects of the reduced TA hours. The Head advised he is trying to balance TA hours, staff wellbeing, children's needs and working with parents. MG reported that external expertise is coming in to school to offer support - an educational psychologist was in school last week. Governors asked if TAs are now on permanent contracts. This was confirmed. MG advised that training took place last week on autism with an external provider. Inclusion training on communication is taking place shortly.</p>	
<p>VNET school improvement visit: MG reported that this took place on 17th September with Richard Lord, Primary Lead and Sonia Innes, CEO of VNET. Observations were:</p> <ul style="list-style-type: none"> • The school is clear about strengths and weaknesses with a plan in place to address weaknesses. • SIDP priorities are well judged. • Yr 4 multiplication check just below national average. Progression being checked and learning being built in year 3. • Greater depth in maths to be a focus for this year. 	
<p>SIDP: An ambitious SIDP in this pre-Ofsted year. Outline as follows:</p> <ul style="list-style-type: none"> • <i>Improve outcomes for SEND pupils.</i> Actions already taken such as teachers and TAs are now the main point of contact for parents. This is allowing the SENDCo more time to mentor teachers. AV observed the excellent support given to teaching staff and the clear communication received. • <i>Improve behaviour management systems to minimise disruption in lessons and across the school day.</i> MG noted that consistency and 	

<p>clarity are key. Nurture space already actioned and is working well particularly at lunchtime.</p> <ul style="list-style-type: none"> • <i>Improve reading outcomes at the end of Year 2 to ensure KS2 children become fluent readers and enjoy reading.</i> • <i>Improve standards in writing.</i> • <i>Improve consistency in quality of teaching so children learn more effectively.</i> • <i>Align Cornerstones curriculum to our own curriculum aims.</i> The Head observed that following a year of implementation the curriculum now needs some spark to make it exciting and engaging. Governors asked whether the move to Cornerstones was the right thing to do. The Head confirmed this, given the current Ofsted criteria, noting that this was a Trust decision. 	
<p>Building update: Ceiling collapse in the hall over the summer dealt with swiftly by the Estates department. New toilets installed. School now looking in great shape.</p>	
<p>Friends grants committee: £14.5K has been secured over 2 years to set up a nursery stay and play. A £7K grant to revamp the library has been applied for. MG advised that it hoped that systems will be put in place to allow parents to use the library after school.</p>	

11. GOVERNANCE

	ACTIONS
<p>Governing Monitoring: Last year's monitoring was reviewed. GS flagged the strengths of the LGB monitoring programme all of which is recorded in the document and demonstrates governor interaction with the school. It was confirmed that monitoring for the Autumn term will focus on SEND and in the summer Curriculum. The monitoring day in March will focus on behaviour, reading and standards in writing.</p>	
<p>Governor training: LTB advised that she has completed the online safeguarding training.</p>	
<p>Governor vacancy: a parent has indicated an interest in joining the LGB. Current roles reviewed as follows: LTB and GCB parent governors, AV staff governor and SBW community governor. A new governor would be recruited as a further community governor. It was noted that this would bring the parent members to 50% of the board. Clerk will correspond with the parent.</p> <p>Renewal of term: GS confirmed she will renew her term for a further 4 years.</p>	SR
<p>Dates of meetings: Confirmed. It was agreed to change the meeting times to 6.30pm for all future meetings:</p> <ul style="list-style-type: none"> Monday 21st October Monday 2nd December Monday 27th January Monday 24th March Monday 19th May 	

Monday 14 th July	
Monitoring Day: Monday 3 rd March	

12. POLICIES

	ACTIONS
The following policies were ratified by Governors: <ul style="list-style-type: none"> • Admissions policy • Safeguarding policy 	

13. CORRESPONDENCE WITH THE TRUST

	ACTIONS
None.	

11. A.O.B.

	ACTIONS
None.	

12. DATE OF NEXT MEETING

	ACTIONS
Monday 21 st October at 1830	

With no further business the meeting closed at 7.50pm