



LGBM/02 2021/2022

MINUTES OF THE LOCAL on 24 November 2021 AT 6.30 P.M.

Governors Present:

Alex Bond (AB) (Community) Chair
 Jane Braddy (JB) (Community)
 Phil Bevan (PB) (Head Teacher)
 Mick Mayes (MM) (Community)
 Paul Ray (PR) (Community) Vice-Chair
 Christopher Preece (CP) (Parent)
 Kathleen Thomas (KTh) (Staff)
 Liz Holmes (LH) (Associate) (Items 1-15 inclusive)

Guests:

Joe Winter (JW) FCC Deputy Head Teacher & FCC Safeguarding Lead (Items 1-7 only)
 Maria Button (MB) Head of Sixth Form (Item 5 only)

In attendance: Sandra Green (SG) (Clerk)

Apologies: Mirabelle Stobbs (MS) (Community)

In Absentia: Malcolm Sperrin (MSp) Associate

The meeting opened at 6.40 p.m.

1	<p>Standing Item: Welcome, apologies for absence and acceptance/non-acceptance, resignations, governor recruitment, agenda for today</p> <ul style="list-style-type: none"> • AB welcomed all attendees and our guests, JW, who would be leaving FCC at Christmas, and MB here for Item 4. • It was confirmed that Melinda Tilley had resigned from the LGB after many years of service including several as Chair; the whole committee extended thanks to Melinda for her efforts for FCC. • Apologies had been received from MS and were duly accepted. • As this was the second meeting at which MSp had been in absentia, it was agreed that AB would contact him as to his future intentions as an FCC governor. • The agenda, including election, was briefly outlined. 	Action
2	<p>Standing Item: Notice, Confidentiality and Quorum Requirements</p> <p>The meeting was declared noted and quorate and attendees were reminded re confidentiality of the matters discussed until they were in the Public forum.</p>	



3	<p>Standing Item: Declaration of any personal, business or pecuniary interests for tonight's business</p> <p>None declared for this meeting.</p>	
4	<p>Standing Item: Notification of any other business</p> <p>KTh asked to raise an item under AOB.</p>	
5	<p>Alumni Visit to Sixth Form</p> <p>MB presented this item on Sixth Form activities and visits by alumni.</p> <p>Q: When will you know that anticipated grades are correct? A: MB: Assessment week after Oct half term/Jan 17 and Assessment Week before Easter 2022.</p> <p>Q: Grade penalty due to CV? A: MB: Government has said will peg back to 2019 requirements in 2022. Universities are realising so it won't affect our progression route.</p> <p>The meeting NOTED the contents of the presentation.</p> <p>MB was thanked for her very informative presentation and left the meeting.</p>	
6	<p>FCC Learning Behaviour Strategy</p> <p>PB presented on the paper written by Mark Adams and previously uploaded to GovHub.</p> <ul style="list-style-type: none"> • Strategy for Isolation/Inclusion Room. • There is a small cohort of pupils who are displaying very difficult behaviour which has increased since the Pandemic and lockdowns so Behaviour Systems need to scale up accordingly. <p>Questions asked re behaviour strategies used, including use of punitive focus/positive focus/sense of belonging and having a very positive reward system.</p> <p>The meeting NOTED the contents of the presentation and Mark was thanked for his excellent work.</p> <p>ACTION: To review Behaviour Strategy outcomes each term.</p>	PB/All
7	<p>Acknowledgement and Thanks to Joe Winter, FCC Deputy Head teacher and Safeguarding Lead</p> <p>AB led the LGB's grateful thanks to JW for all his efforts and hard work for FCC in his various capacities, especially as Safeguarding Lead, and wished him well for his new role.</p> <p>JW acknowledged the appreciation and left the meeting.</p>	



8	<p>Update Declarations Page on GovHub Governors had previously been requested to ensure that their Declarations were updated on GovHub. SG confirmed that she had notified those individuals who had outstanding items to address, and those governors present confirmed that they had done so. SG to collate data and request that it to be uploaded onto the FCC Website.</p> <p>ACTION: SG to collate and request upload onto FCC Website.</p>	SG
9	<p>Reminder to complete and return Governor Skills Audit Form 2021/2022 SG reminded all governors who have not yet done so to please action this as per HC's request via GovHub of some three months ago. The information is vital in establishing and collating training and development gaps to enable them to be closed.</p> <p>ACTION: All Governors to update their Gov Skills Audit Form and return to SG asap.</p> <p>ACTION: SG to collate and circulate to all LGB and have as an item for discussion at next meeting.</p>	All Govs SG
10	<p>Secret Ballot on re-appointment of Jane Braddy as a Community Trustee from 29/11/2021-28/11/2025 JB was re-appointed as above and thanked for her ongoing efforts for FCC LGB.</p>	
11	<p>Standing Item: Approve minutes of previous meeting and review Carried Over Items list a) The minutes of the previous meeting had gained an erroneous insert whilst being reviewed so this was removed and the date of the next meeting was updated. The minutes were agreed to be a true and accurate record, to be signed to that effect by the Chair when possible. b) SG confirmed that the Carried Over Items had all been integrated as items on the Agenda or had been completed.</p>	
12	<p>Standing Item: Any Out of Committee Action 2 x reports from CP as previously uploaded onto GovHub: There were no further questions on these.</p> <p>CP was Thanked for his reports.</p>	
13	<p>Standing Item: Policies The LGB Noted and Adopted the following for FCC:</p> <ul style="list-style-type: none"> a. FLT Pay Policy – Teaching Staff b. FLT Attendance Target : 96% for pupils except those in the Sixth Form c. Safe Swimming Policy 2018 d) Swimming Annex 21 e) Careers, Education, Information, Advice and Guidance Policy (CEIAG). A short discussion was held regarding consideration of this policy for PP pupils. 	



14	<p>Standing Item: Health & Safety Update</p> <p>a) AB reported that there had been 4 Incidents since the last meeting.</p> <p>b) Strategy re use of 'Temporary' classrooms following no award of CiF monies: ABB advised that, whilst decidedly tatty, these classrooms are structurally robust albeit not 100% wind and watertight. AB is to meet with Jo Ray to discuss other options and will report back.</p> <p>ACTION: AB to report back on the options for Temporary classrooms following his discussion with Jo Ray.</p>	AB
15	<p>FCC SEND Update</p> <p>A report by Julie Timbrell had been previously uploaded onto GovHub for the governors to read and submit any questions to Julie or PB in advance.</p> <p>Q: There is no referencing in the report of any positive work that has been achieved so could that be added in next year's please?</p> <p>A: PB: Yes, I will be meeting with the SEND Team next week to review progress and will discuss positives.</p> <p>A: KTh: we could strip back some of the admin required.</p> <p>ACTION: PB to discuss positives being included in their reporting with the SEND Team.</p> <p>There was a short discussion of the appropriateness or otherwise of the job title of the Teaching Assistants who work in the SEND area.</p> <p>Julie was Thanked for her very informative report.</p> <p>(LH left the meeting).</p>	PB
16	<p>School House System & Leadership</p> <p>A report by Rachel Jackson had been previously uploaded onto GovHub for the governors to read and submit any question to Rachel or PB in advance.</p> <p>There was a short discussion as to whether there is any way of measuring the value of having a 'house' system in place. PB considered that this was unnecessary.</p> <p>Rachel was Thanked for her very informative report.</p>	
17	<p>Standing Item: Head teacher's Report</p> <p>SG apologised for having uploaded the previous report onto GovHub in error and had since uploaded the current report.</p> <p>PB reported the following as his top three current issues:</p> <p>a) The challenging behaviour of a small cohort of pupils, as previously discussed.</p>	



	<p>b) The ongoing challenge of Covid, albeit slightly different this term. Last term the spread of the virus made matters very difficult but this term there is a feeling of just beginning to be able to look above the parapet and start pro-active planning.</p> <p>c) Pulling together the school community again.</p> <p>PB was Thanked for his very useful update and focus on his top issues.</p>	
18	<p>Standing Item: To receive any reports on racist incidents or other prejudice-based bullying</p> <p>PB advised that there had been no major incidents to report.</p>	
19	<p>Standing Item: Feedback from Governor Visits</p> <p>A report from JB was previously uploaded onto GovHub: there were no further questions on this.</p> <p>JB was Thanked for her report.</p>	
20	<p>Pay Committee Update: Please see separate confidential minutes.</p>	
21	<p>Pupil Destination and Transition Arrangements</p> <p>A report from PB was previously uploaded onto GovHub.</p> <p>It was agreed that a trends comparison to previous years and future targets would be included in future so as to encourage aspirations.</p> <p>PB was Thanked for his report.</p>	
22	<p>Extraordinary Meeting: FCC Strategic Matters</p> <p>Arrangements were made to hold this meeting on 13 January 2022.</p>	
23	<p>Standing Item: Link Governor Roles</p> <p>(i) AB advised that he had not yet been able to action the following as agreed at the last meeting but would do so by next meeting:</p> <p>a) ACTION: AB/PB to review governance structure to ensure that the link roles are commensurate with the aims and objectives for FCC, including adding a link role for the Sixth Form</p> <p>b) ACTION: AB to circulate the draft structure and roles to ascertain their preferences for roles at the next meeting.</p> <p>c) ACTION: AB to consider Shadowing of each to embed succession planning.</p> <p>d) To be an item on next agenda.</p> <p>(ii) Additional Governors: It was agreed that PB/AB would send out the Invite letters to FCC Parents and FCC Staff, as drafted by SG, to begin the election process for additional governors.</p>	<p>AB/PB</p> <p>AB/All</p> <p>AB/All</p>



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	<p>ACTION: PB/AB to progress the Invite letters to FCC Parents and FCC Staff to begin the election process for additional governors.</p> <p>ACTION: AB to contact Inspiring Governance to see if they have any candidates to offer as additional Community Governors.</p> <p>(ii) CP advised that he had been asked to be the Link governor for Careers and requested approval from the LGB. The LGB gave their Approval to this.</p>	
24	<p>AOB: please see separate Confidential minutes.</p>	
	<p>AB thanked all for attending. Next meeting will be on 19 January 2022.</p> <p>The meeting finished at 9.10 p.m.</p>	