



MILTON ROAD PRIMARY SCHOOL

Minutes of the Meeting of the

Full Governing Body

Tuesday 2nd May 2017

****THIS MEETING WAS HELD IN THE BLUE ROOM****

Present: Sylvie Baird (SB), Michael Catchpool (MC, Head Teacher), Ysanne Austin (YA from 19.20), Neil Morris (NM), Iain Thomas (IPT), Matthew Hodgson (MH), Danny Godfrey (DG from 19.15), Miriam Kubica (MK), Gavin Bierman (GB), Karen Watson (KW), and Rolf Purvis.

The meeting was quorate per number of governors in post.

Apologies: Nina Burton (NB, Deputy Head Teacher), Ian Nimmo-Smith (INS), Marco Donzelli (MD), Gillian Frankland (GF), Deborah Scanlon (DS) and Meleena Walsh (Clerk).

Clerk: Iain Thomas (IPT, Governor).

		<i>Action</i>
A.	Welcome, introductions and apologies for absence	
1	The meeting opened at 6:35pm with a welcome to all governors and staff present. Overview of the agenda by the Chair Apologies had been received and were accepted from Nina Burton, Ian Nimmo-Smith, Marco Donzelli, Gillian Frankland and Deborah Scanlon and the GB was informed Ysanne Austin and Danny Godfrey would be arriving late.	
2	Declarations of interest in the items on the agenda – none recorded	
3	Minutes from the previous meeting of 27th March 2017 – Minutes approved with minor amendment to medicines policy agreed.	
4	Matters arising from the minutes – SB reminded governors to complete <i>prevent</i> training. Governors to advise SB when completed and send certificate to SB or add to G drive.	All

	<p>Awaiting confirmation from LA re wording around legal representation in the complaints policy.</p> <p>Inclusion policy to be finalised and circulated to governors for approval when ready.</p>	<p>MC</p> <p>MC</p>
B.	Items for decision	
5	<p>Asset Management Plan (AMP)</p> <p>Update provided by MH. A number of amendments, updates, clarifications and corrections were noted. In particular, the role and reporting of Health and Safety coordination needed updating.</p> <p>It was recognised by the governing body that the AMP should still be improved and therefore revised by April 2018.</p> <p>Governors unanimously approved the AMP subject to the changes agreed.</p> <p>Finalise Policy with agreed changes.</p>	<p>MC & MH</p>
C.	Items for discussion	
6	<p>Budget proposal 2017/18 and ratification</p> <p>Resources Committee update from MH (Chair). Budget proposal in line with budget deficit-reduction plan. Final out turn for 2016-17 £20k better off than budgeted.</p> <p>Significant over performance in 2016-17 offset in 2017-18 by reduced income from government. There is no significant surplus free for future investment. 2018-19 budget includes funding under new funding formula and increased PTA support, for which governors expressed their appreciation.</p> <p>MRPS on track to clear deficit by 2018-19.</p> <p>Resources Committee recommend the budget for ratification.</p> <p>Budget Ratification: unanimously approved</p> <p>The on-going tight financial environment in education and consequences for MRPS were discussed. Ways to raise additional income were considered including seeking voluntary contributions from parents. It was noted this an approach in other schools but would not be welcomed by all.</p> <p>ACTION: Set up working group to formulate recommendation. MH, SB and RP offered to join working group.</p>	<p>MC</p>

7	Strategic Planning: informal discussion – This took place after the close of the formal meeting.	SB/MC
8	MRPS Delegation Planner: SB brought to the governors' attention that the delegation planner was under review with committee chairs and GB vice chair; to be shared in due course.	Committee Chairs and vice chair
D.	Regular standing items	
9	Safeguarding update – none	
10	Governor training and development – Brief overview of Academies Show 26 th April given by NM and SB. Notes to follow electronically.	NM & SB
11	Any Other Business – SB sought support from the GB in applying to support the National Leaders of Governance programme. This requires support of HT and Governing body. Governors gave their unanimous support for SB to apply.	
12	The formal meeting closed at 7:30pm Date of the next meeting Monday 17th July 2017 18.30 pm	