

ST. MARY'S PRIMARY SCHOOL
Draft Minutes of the Board of Governors' TEAMS Meeting held at
St. Mary's Primary School on Wednesday 14th July 2021 at 5.00pm

Present	
Mrs N Bown - Chair	Co-opted Governor
Mr S Hellard – Vice Chair	Co-opted Governor
Mrs M Dunstan - HT	Staff Governor
Mrs C Dibble	Co-opted Governor
Mrs C Layton	Staff Governor
Mrs G Cornish	Parent Governor
Mr J Stacey	Co-opted Governor
Mrs M Clothier	Co-opted Governor
Miss H Read	Parent Governor
Rev S Osmond	LA Governor
Mrs J Baker	Clerk

	Minute	Action
1	Apologies accepted: Mrs J Patten	
2	Declaration of Business Interest MD advised that her husband will be doing some gardening work within the school grounds	
3	Minutes of the Meeting 19th May 2021 These were taken as a true copy. There was a typo in the previous confidential minutes – which has been corrected.	JB
4	Matter Arising from the Minutes of 19th May 2021 Critical Incident Policy - A paragraph was added to this policy rather than putting in deputies, who also might be absent on a given day. If any of the people listed in the policy is absent it will fall to a member of SLT or SMT to take on these roles. If there was an emergency situation the policy would become a working document.	
5	Any matters of urgency MD & NB were going to visit Jenny Patten, but unfortunately JP was unable to make it. A Yellow rose called 'You are my Sunshine' has been ordered and delivered to her. MD has received a thank you email from Jenny	
6	Finance A copy of the Finance update was circulated to Governors prior to the meeting. CD confirmed that we are on track and a few things have happened which has helped financially. Looking at the COVID catch up funding, it shows that this will be carrying on in September with an additional member of staff taking on the work. Will the Governors get a report on the impact it has been having? There are different ways that this will have an impact, either academically or socially and emotionally. Kelly Henson is joining the school in September as HLTA and will be supporting children for 5 mornings per week Teaching staff on UPS will now increase to 83%, is this on par with other schools? This is correct. The majority of jobs currently advertised are offering main scale pay, and so UPS teachers are remaining in their current schools. Teachers can reach UPS in 7 years and so in a career of 30+ years, the vast majority of a teacher's career will be on UPS. Not all teachers apply for UPS. To be on UPS scale teachers have to demonstrate greater contribution; all staff were recently sent the career stage expectations to give them an idea of what is expected of a teacher on UPS before	

	<p>applying for it. See confidential minutes</p>	
7	<p>COVID Update There are children and families isolating at the moment, with numbers higher than we've had since COVID started. Although all classes are currently open. We have had staff that have been sent for a PCR test by doctors even though they are not displaying any symptoms. The school will be holding seven sports events on Monday 19th and Tuesday 20th July to enable parents to attend. Each year group bubble is having its own time slot. Year 6 are holding their leavers' service at St Mary's church on 21st July and families have been invited to attend. From September the extra four hours cleaning will be stopped, due to the cost of staff and cleaning products. After school clubs will be recommencing in September. Children will continue to wear their PE kits to school as this has been working really well. Children are getting more quality time taking part in PE rather than time being used to change. Children will also be able to wear plain black trainers instead of shoes from September.</p>	
8	<p>Premises There is some work that is due to take place in school:</p> <ul style="list-style-type: none"> • All electrical main switch boards will be replaced • 2 new boilers in the old boiler room • Running track created on the field – although there may be a slight delay • Playground markings • Currently getting a quote for a new fence around the pond area and new decking. 	
9	<p>Staffing Staffing has been included in the finance update. An Apprentice Teaching Assistant, Grace McNairn who is a former pupil, has recently been appointed, and will start in September. Lauren Adams (new Year 5 class teacher) attended the transition day and she has also done a couple of days supply cover. Daryl Skidmore, Sarah Harris and Faye Watts are all leaving at the end of the academic year.</p>	
10	<p>Instrument of Government JB had been contacted by Governor Services with regards to reducing the number of Co-opted Governors positions, from 7 to 5. We have held 2 vacancies for a co-opted governor for several years without being able to fill these positions. All Governors agreed to this. Governor Services to be advised of this change. There is a vacancy for a Foundation Governor now that Jenny Patten has resigned. JB had been in contact with two possible candidates who have shown an interest via Rev Suse. They have both sent a personal statement, NB & JB to liaise for the next step.</p>	<p>JB</p> <p>JB & NB</p>
11	<p>Christian Distinctiveness The mini chaplains are making and delivering treats to local people who have been nominated for the work they have done throughout the pandemic. MD had received an email for Karen Sancto at the Bath & Wells Diocese regarding the recruitment of a new Bishop. The Year 6 children are completing a questionnaire about the qualities they believe the new Bishop should hold. MD thanked Rev Suse for allowing the Year 6 leavers service to take place in St Mary's</p>	

	Church. The Year 5 children recently had a day trip to the church and thoroughly enjoyed it. Each class are now writing their own prayers for the assemblies each week, and they share the with the rest of the school on a rota system																					
12	Clerks Briefing JB had been to a Clerks briefing and apologised for not circulating the notes, this will be done ASAP on the Governors' area of the website.	JB																				
13	Correspondence There was a letter from Daryl Skidmore confirming she is retiring at the end of this year. A resignation letter was received from Sarah Harris who is also leaving at the end of this year.																					
14	Any matters of confidential nature There were no matters of a confidential nature.																					
15	Date of Next Meeting Wednesday 22 nd September 2021 A schedule of meeting dates for 2021/22 was circulated prior to the meeting																					
	Meeting closed at 5.43pm. MD thanked all Governors for their support over the past year, everyone had been brilliant, and she thanked them for just knowing that they are always there.																					
	ST MARY'S BOARD OF GOVERNORS Action from the Meeting held on Wednesday 19th May 2021																					
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