



Porthleven School Local Governing Committee meeting
Monday 6th February 2023 from 6.00pm
at school

	<p>ATTENDING:</p> <p>Neil Gunnell (Chair) Duncan Ratcliffe (Head teacher) Marc Talbot</p> <p>APOLOGIES : Received and accepted from Dan Clayden, Rob McKellar, Danny Reed and Ross Williams.</p> <p>In Attendance: Pat Nicholas (Clerk)</p>	
		<u>ACTION</u>
2.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	<p>Welcomes were extended. The meeting was not quorate; it was agreed to continue the meeting for the purposes of sharing information but no formal decision or vote would be taken.</p> <p>Staff governors declared an interest as paid members of staff. No new interests were declared.</p>	
3.	<u>MINUTES FROM THE 10.10.22 MEETING AND MATTERS ARISING</u>	
	<ul style="list-style-type: none"> ● Agree as an accurate record ● Matters arising ● Actions from last meeting <p>This item will be deferred to the next formal meeting.</p>	
4.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	<ul style="list-style-type: none"> ● None raised from the last meeting. <p>NG provided feedback on the meeting of Crofty Chairs held on the 31st January;</p> <ul style="list-style-type: none"> ● There was an update on the terms of reference for LGCs. ● Chair and Vice Chair elections are held bi-annually and it was recommended that they take place in the summer term. ● There should be two formal meetings per term. 	

5.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u>	
	<p>DR has joined the LGC since the last meeting.</p> <p>LK indicated that she would resign, but no resignation letter had been received.</p> <p>Under the Crofty MAT terms of reference, there is a vacancy for a parent governor. There was a discussion on the election of parents, and DR agreed to put out an advertisement.</p>	
6.	<u>HEADTEACHER'S REPORT</u>	
	<p>The report was circulated in advance of the meeting.</p> <p>The main points discussed were;</p> <ul style="list-style-type: none"> ● The NOR has been falling. DR explained that the school is communicating with the LA and Crofty MAT with a view to reducing the PAN (planned admission number) from 40 to 30, which would move the school to one form entry. ● The advertisement for a SENDCo will be put out by the end of the week. ● PUMA (Progression & Understanding in Maths Assessment) and PiRA(Progression in Reading Assessment) assessments have been carried out. These will be repeated twice more this year. The results from this first round of 'point in time assessment' are very positive. Governors were informed of the new tracking system called 'Sonar'. <p>Q: How has the strike action by teaching unions affected the school? A: Only one class was closed.</p> <p>Q: What are the main issues from the Ofsted Inspection Data Summary? A: The school is fully aware of falling standards in maths, however, other data was more positive than previously thought. DR spoke to the meeting about the benefits of freeing up teachers to monitor standards.</p> <p>Q: SILC+ visit report? A: Most of the issues raised had already been recognised and were beginning to be addressed. The visit proved to be a useful day, senior leaders reporting that it was a challenging but positive experience. In terms of SEN provision, the school ensures that SEN support is provided where the need is 'significant and different'; 'on alert' refers to specific support in the classroom.</p> <p>NG thanked DR for his report.</p>	
7.	<u>SAFEGUARDING GOVERNOR'S REPORT</u>	
	There was no report available for this meeting.	
8.	<u>HEALTH AND SAFETY UPDATE</u>	
	The H&S team from Crofty MAT have visited the school and a report is expected. A number of issues were identified and will be addressed.	
9.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	None.	

10.	<u>FOCUS ITEMS AND UPDATES</u>	
	<ul style="list-style-type: none"> ● Crofty MAT governance <p>NG informed governors of the agenda planner discussed at the recent Chairs meeting. In terms of monitoring, Crofty MAT is looking at moving away from governors having one particular role, instead having two governor network groups i.e. <i>safeguarding</i> to include matters such as attendance and exclusions, and <i>quality of education</i> to include curriculum and pupil premium. Upcoming training at Halwin on the 8th and 23rd February will provide more information.</p> <p>DR will speak to Tamsin Lamb about providing bespoke monitoring training for the Porthleven LGC.</p> <p>There will be changes to emails as the school will be moving to the Microsoft platform in due course.</p>	
11.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<ul style="list-style-type: none"> ● Maintaining good relationships with the school by keeping in touch with day to day matters; the Chair meets regularly with the head teacher. ● Ensuring effectiveness by actively seeking new governors. ● Updating knowledge and ensuring effective support for senior leaders by attending training and Chairs meetings with Crofty MAT. 	
12.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	None.	
13.	<u>MATTERS TO BE RAISED WITH THE SPCMAT TRUST BOARD</u>	
	None.	
14.	<u>DATES OF FUTURE MEETINGS</u>	
	Monday 27th March 2023- formal meeting Monday 15th May 2023 - formal meeting Monday 26th June 2023 - formal meeting The meeting concluded at 7.10pm.	

<u>SUMMARY OF ACTIONS</u>		
Action	Responsible Person[s]	Date for Completion

Chair's Signature _____ Date _____