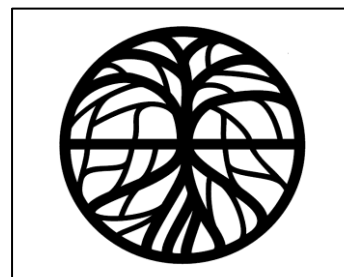


Bottisham Village College Governing Body Meeting Minutes

6th July 2023 at 5.30pm at the college



Governors Present: Alison Brolly (AB)
Hilda Buchanan (HB)
Tina Lawton (TL)
Rikki Morgan-Tamosunas (RT)
Jerry Semple (JS)
Alan Sharp (AS) Chair
Sime Serge (SS)
Jenny Rankine (JR)
Neil Winkcup (NW)

Apologies: Andy Barrett (AB)
Chris Childs (CC)
Dominic Fullman (DF)
Richard Morgan (RM)

In Attendance: Ed Compton (EC)
Stuart Hales (SH) Clerk

	ITEM	ACTION
1.	Apologies	
	Apologies were received from AB, CC, DF and RM that were accepted by governors.	
2.	Declarations of Interest	
	There were no declarations for any item on the agenda.	
3.	Minutes of last Meeting and Matters Arising	
	All governors had read the previously circulated minutes. The acceptance of the minutes as a true record of the 21 st May meeting was unanimously agreed by governors.	
	Item 3 – RT advised she would prepare a report from her Peer Review visit. Action: RT to prepare report from Peer Review visit	RT
	Item 3 – AB advised she would prepare a report from a recent safeguarding visit and planned to complete a further one next week. Action: AB to prepare report from safeguarding visits	AB
	Item 6 – JR advised RM had forwarded an AI Policy which was currently being reviewed by the trusts IT Manager.	
	Item 13 – The college flag continued to be developed.	
	It was agreed all other actions had been completed.	
4.	Principals Report	

	<p>The Principal's Report was distributed prior to the meeting and JR proceeded to go through it; -</p> <p>Exclusion Data – JR advised there had been a slight decrease in behaviour data during the first trial of the 100min lessons this week.</p> <p>Ofsted Briefing – JR advised Ofsted would focus on schools that had been graded as Outstanding and had not received a subsequent inspection for a number of years (the college was last inspected in 2012).</p> <p>EC advised Mr Merry and himself had attended the briefing and briefly went through it noting there would be a focus during inspections on the curriculum intent across each school.</p> <p>A governor queried if the briefing had included any priorities for LGBs to consider prior to and during an inspection? EC advised there had been a greater focus on the trustee rather than local level. Governors briefly discussed the positives of being part of a trust as well as the need for the college to maintain its own identity.</p> <p>HR Update – JR advised of the reasoning why staff would leave the college this term. There had been an open day for those that might be interested in a support staff role but first wanted to know more. 13 had expressed an interest in this and there had been interviews both today and next week (the college would organise a similar event for the site team).</p> <p>JR advised of how the college would fill the Head of Geography and Science posts next year.</p> <p>A governor queried if the college would have concerns with not having a Head of Geography next year? JR advised there would be a temporary teacher for the autumn term and the head of faculty would monitor teaching.</p> <p>Finances – JR advised finances had been discussed at the recent F&R Committee and the next month end report would be on 12 July. She then stated the deficit the college was forecasting at the end of 2022-23 which had been agreed by the trust and the budget for 2023-24 had been approved.</p> <p>Family Partnership Worker – JR advised a member of staff (who was a social worker) had started in the post in the summer term and briefly went through her priorities and the impact she had had so far.</p> <p>Enrichment – It was noted there had been a wide range of events during the term and the college would look to regularly update its social media pages on them. The college would make use of pupil premium funding to subsidise trips and events for eligible pupils.</p> <p>A governor noted EC had led a webinar on the change to 100min lessons and queried if there had been any parental feedback from this? EC advised the college had received some comments around the timetabling of school buses and concentration within longer lessons. There would be two trial weeks of 100min lessons before the end of term and the college would then ask for feedback from staff, pupils and parents in due course.</p>	
5.	Safeguarding Update	
	<p>JR advised DF planned to discuss behaviour at the meeting and it could be taken to the LGB on 26 September.</p> <p>Action: Behaviour to be taken to LGB on 26.09.23</p>	DF/SH

6.	Success criteria of new 100-min lessons/priorities for 2023-24	
	<p>JR advised a draft timeline to measure the success of the 100 min lessons had been shared with governors at the QofE committee and the college would continue to develop the plans in greater detail.</p> <p>Action: Success criteria of 100min lessons to be taken to LGB on 26.09.23</p> <p>SIP – The SIP for 2023-24 was shared at the meeting and EC proceeded to go through each of the three priorities within it including the success criteria for each.</p> <p>A governor queried how the college review the success of each priority? JR and EC advised of a range of means of doing so. JR added Mrs Street would lead on inclusive classes and Mrs Slipper on pupil premium. EC then asked governors for their thoughts on each priority and whether they felt they were right for the college? A governor suggested the college primarily focus on priority 3 and as such should it be moved to priority 1. A governor queried if Ofsted could comment the change to 100 min lessons was primarily driven by behaviour concerns? EC advised although this formed part of the reasoning, there were also a number of other reasons such as classes having immersive and not passive learning.</p>	JR/SH
7.	2023-24 Budget Approval	
	This had already been discussed within Item 4.	
8.	Behaviour	
	This had already been discussed under Item 5.	
9.	Items governors would like to have considered within meetings	
	<p>JR asked if governors would like items to be included within meeting agendas?</p> <p>A governor queried if members of the leadership team and student council could be invited to give a presentation at the start of a governor meeting? It was noted Duncan Cooper the Director of Secondary Education from the trust had been invited to the meeting but was unable to attend.</p> <p>LGBs – Governors discussed the rationale behind the trusts recommendation that all schools move to having six LGBs/year from 2023-24 with no committees.</p> <p>Action: AB to feedback governor comments at the AGF on 13.07.23</p> <p>Post Meeting Note: SH issued draft meeting dates for 2023-24 based on having six LGBs to JR, AS and AB on 07.07.23 for their approval</p>	AB JR/AS/ AB
10.	Policies	
	JR advised the pupil premium plan would be updated for 2023-24 when funding had been confirmed.	
11.	Governor Visits	
	RT had attended the summer concert and art exhibition.	
12.	Governor Training	
	<p>Four separate blueprints developed by the trust were distributed prior to the meeting; -</p> <ul style="list-style-type: none"> Curriculum (Nov 2022) 	

	<ul style="list-style-type: none"> Inclusion (Feb 2023) People and Leadership (Dec 2022) Safeguarding (Feb 2023) <p>AB advised that the spreadsheet confirming link roles had been distributed to governors, but should the LGB consider these further, to tie into next year's SIP?</p> <p>There would be governor safeguarding training at the LGB on 26 September.</p>	
13.	AOB	
	<p>Public Bus – JR and AS had contacted Stephenson's Coach Company who had agreed to alter their timetable for next year to allow pupils to arrive at the college by 8.35am.</p> <p>Football Club Lease – A governor queried if the lease to the football club had now been agreed? JR advised it would be for ten years and was presently with lawyers.</p> <p>Community Library – TL advised all governors would be welcome to attend a celebration of the community library on Saturday 8 July between 10.00-1.00pm.</p> <p>Thank you – As it would be her last meeting, governors thanked RT for her contribution to the LGB during her time as a governor.</p>	
14.	Date time and venue of next meeting	
	<p>LGB1 – Tuesday 26 Sept at 6.00pm</p> <p>Meeting closed at 7.15pm</p>	

Items for Future Meetings	
Meeting	Item
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Action Log			
ITEM	ACTION	DEADLINE	RESPONSIBILITY
3.	RT to prepare report from Peer Review visit	20.07.23	RT
3.	AB to prepare report from safeguarding visits	20.07.23	AB
5.	Behaviour to be taken to LGB on 26.09.23	Autumn 1	DF/SH
6.	Success criteria of 100min lessons to be taken to LGB on 26.09.23	Autumn 1	JR/SH
9.	AB to feedback governor comments at the AGF on 13.07.23	13.07.23	AB
9.	SH issued draft meeting dates for 2023-24 based on having six LGBs to JR, AS and AB on 07.07.23 for their approval	13.07.23	JR/AS/ AB

Rolling Action Log			
ACTION	DEADLINE	RESPONSIBILITY	UPDATE
There were none.			