



**CORPUS CHRISTI CATHOLIC VA PRIMARY SCHOOL
THE GOVERNING BODY
Chair: Anna Murphy-Sullivan**

Minutes of School Full Governing Body Meeting
Monday 5th September 2022 - 6.30pm

Present:

Anna Murphy-Sullivan	AMS	Foundation Governor
Neville Conn	NC	Foundation Governor
Simon Lennon	SL	Headteacher
Rachael Cox	RC	Parent Governor
Kevin Ward	KW	Parent Governor

In attendance:

Jenna Lucas, Assistant Head	JL
Sonia Lomax, Clerk	Clerk

Item		Action
	School walk The meeting started with a walk around the school to review the premises work undertaken in the last 12 months and to review the work already planned or considered for this year.	
1.0	Welcome & prayers. SL led the prayers.	
2.0	Apologies Joanna Hooper, Ade Bamboye and Nicholas Mavengere	

3.0	Election of Chairs & Vice-Chairs <ul style="list-style-type: none"> ● Chair of FGB - AMS was nominated by NC & seconded by RC. Unanimously elected for 12 months. ● Vice Chair of FGB - NC was nominated by AMS & seconded by KW. Unanimously elected for 12 months. ● Chair of F & R Committee - NC was nominated by AMS & seconded by KW. Unanimously elected for 12 months. Vice Chair position is to be agreed. ● Chair of SIPS Committee - To be agreed. Vice Chair position is also to be agreed. 	NC AMS
4.0	Pecuniary Interests No updates to the existing record were required.	
5.0 & 6.0	Minutes of Previous Meeting (11th July 2022) & Matters Arising	
	<p>Prior to the meeting, governors received a copy of the minutes from the previous FGB meeting. The minutes were agreed as an accurate record of the meeting and were signed by AMS.</p> <p>Governors discussed governor training and induction. AMS reported that the BCP Council previously offered excellent governor training; however with retirements and re-structures this has diminished. AMS offered that the Diocese provides Governor briefings virtually, dates of which are cited on the 'CASO Updates' which are circulated to each Governor email. AMS requested that Governors check they receive The National Governance Association (NGA) hard copy magazines to their home address, and suggested that the ones sent to school are addressed to Staff Governor rather than named individual. Also to check that all can access the online resources, that is deliberately available to all as the school pays for 'Gold' membership. Clerk to ensure that new Governors have access to this. NC reported that he has started to develop some induction material and will share this when it is further developed.</p>	Clerk
7.0	Committee membership for 2021/22	
	Due to absences at this meeting, membership of all committees will be agreed by e-mail prior to the next meeting.	AMS
8.0	Governance and Terms of Reference (TOR) Review	
8.1	Governors considered the draft 2022/23 Instrument of Government. Amendments were discussed & agreed.	
8.2	2022/23 SIPS TOR - Agreed.	

8.3	2022/23 F&R TOR - Discussed and amended as agreed.	
8.4	Governors Code of Conduct - Clerk to send out for all Governors to sign. DECISION – Governors agreed to Ratify the Terms of Reference.	Clerk
9.0	Keeping Children Safe in Education 2022 (KCSiE)	
	SL reported that the statutory guidance has been updated: “ Keeping children safe in education 2022 - GOV.UK ” It is expected that governors read ‘Annex C’ in full. Part 3 has suggestions for Safer Recruitment which should be considered by Governors.. https://www.thesafeguardingcompany.com/resources/blog/kcsie-2022-changes-and-updates-to-the-guidance/	ALL
10.0	Business Interests Register	
	Governors were reminded that they must complete the annual declaration and return it to the Clerk or save in the Papers Pending folder asap as this is required to be on the school website.	ALL
11.0	Agreed dates for this year	
	Reminder of 2022/23 dates - <u>FGB</u> 05/12/2022, 27/03/2023, 24/04/2023 (Extra Ordinary FGB: Budget Ratification) , 10/07/2023. <u>SIPS</u> 07/11/2023, 13/03/2023, 26/06/2023. <u>F & R</u> 17/10/2022, 27/02/2023, 12/06/2023. <u>Admissions</u> 06/02/2023 - 1pm <u>P & P Review</u> 10/10/2022 - 1pm <u>Governor Information Evening (all staff & Governors)</u> 25/May/2023 - 6.30pm	
12.0	AOB	

	SL informed Governors of an SLT absence that is likely to cause some disruption in school for the academic Year 2022-23. A plan is in place to cover the absence. AMS - Staff Governor nominations and elections are scheduled for next term as there are a number of new members of staff starting in September. JL will continue to attend meetings as a member of the SLT rather than Staff Governor as term has expired.	
13.0	Date of next meeting – 5th December 2021.	
	Meeting Closed – 19.50.	

SUMMARY OF ACTIONS

ALL

- Read at least Part 1 of the KCSiE 2022 document.
- Complete and return or save the annual business interests form.

AMS

- Agree Chair and Vice Chair of SIPS Committee
- Agree Committee membership

NC

- Agree Vice Chair of F & R Committee

Clerk

- Ensure all Governors can utilise the NGA 'Gold' membership to include new Governors
- Circulate Code of Conduct to all Governors for signature.

Approved

Date
