

**Bassingbourn Village College  
Academy**



Minutes of the Full Governing Body held on 26<sup>th</sup> February 2015

**Present:**

Duncan Cooper	Vickey Poulter
Ken Murphy	Peter Nussey
Chris Roope	Andy Margetts
Alison Butterworth	Simon Saggars
Duschy Chetty	James Dow
Rachel Dix-Pincott	Sue Speller
George Lynn	Stephen Morris

**Clerk:** Sue Smith

	<b><u>ACTION :</u></b>
<p><b>1. Apologies: Kate French, Simon Gair</b></p> <p>The Governors passed on their best wishes to Simon Gair following his knee operation.</p>	
<p><b>2. Declaration of interests</b></p> <p>There were none</p>	
<p><b>3. Minutes of the last meeting / Matters Arising</b></p> <ul style="list-style-type: none"> <li>○ <b>Admissions Policy 2016/17:</b> This will be brought back to the FGB in the summer term.</li> <li>○ <b>Alumni:</b> Email <a href="mailto:alumni@bassingbournvc.net">alumni@bassingbournvc.net</a> now set up but still need help in setting up Facebook page/method of keeping in touch with alumni.</li> <li>○ <b>Strategy meeting:</b> Dates have been circulated for April and July.</li> <li>○ <b>Minutes of the previous meeting were agreed and can be placed on the website.</b></li> </ul>	<p>Agenda item 02.07.15</p> <p>Clerk</p>
<p><b>4. Link Governor Update</b></p> <ul style="list-style-type: none"> <li>○ Governors who have met to discuss sections of the College Improvement Plan gave a brief update. Notes to be circulated with the minutes for the Pupil Premium and Teaching &amp; Learning sections.</li> </ul> <p><b>Question:</b> The principal asked whether the governors were happy with the impact to date. AB responded saying that the tracking, interventions and monitoring were working well in the Pupil Premium and Teaching &amp; Learning sections. There was more input from other staff this year. The CIP sections were thorough and staff were aware of what is needed.</p> <p><b>Question:</b> Is there a proforma for Link Governor meetings? Meetings are being arranged for the other sections of the CIP.</p>	<p>Clerk to circulate PP and T&amp;L reports</p> <p>Clerk to circulate Link Governor Policy which includes meeting proforma</p>

<p><b>5. Governor Vacancy</b></p> <p>The Chair advised governors that the person who was due to take up the remaining community governor post can no longer do so. As the aim of the Governors is to become an outstanding Governing Body, it was agreed that the Governing Body would benefit from having a community governor from a legal/education background (HR/employment would be especially beneficial). A general request will be sent out to parents in the summer term letter from the Chair of governors. The recent Governor Skill Audit which governors have undertaken needs to be analysed.</p>	<p>Chair of Governors: Summer term parent letter to state legal/ education requirements for community governor</p>
<p><b>6. Academy Sponsor</b></p> <p>The Principal updated the governors on the current working relationship between the College and feeder primary school, including sharing best practices in assessment/marking/feedback and confirmed that regular meetings are still taking place. The Principal also advised that members of staff from the College are working with other schools (Bottisham, Netherhall and Cottenham), again developing and sharing best practices.</p> <p>The Chair and Principal explained that the next step for collaborative working would be to complete an Academy Sponsorship Form with a view to the College becoming a sponsor for other schools.</p> <p><b>Questions:</b> What does this mean going forward for Governance? What sort of schools will be offered to the College for sponsorship? Are we applying to become a Sponsor? Do we have to take on a school, even if it's not geographically practical? In 5 years' time are we going to sponsor 2 or 3 schools? Is it a positive desire? How tight is the link likely to be?</p> <p>The Chair explained that he will meet with the Chairs of Bottisham and Swavesey as both schools have gone through this process. The Principal advised Governors that the College could turn down the request to take on a school but would need to give genuine reasons i.e. geographical practicalities, as it would make more sense to become a local sponsor. He further explained the financial issues that some schools may experience in the near future, and the College will need to be ready to sponsor them.</p> <p>The Governors unanimously agreed that this process should be started. The Chair stated that a group of governors would be needed to help complete the form once he has met with the Chairs of other Governing Bodies. Aim is to complete the form by the end of the academic year.</p>	<p>Chair of meet with other Chairs.</p> <p>Working party to be set up by Chair</p>
<p><b>7. Energy solutions</b></p> <p>Simon Saggars explained that following two presentations by CCC/ Bouygues and Evo Green and positive working group meetings, their recommendation was for the Governors to accept the solar panel proposal by Cambridgeshire County Council and agree to the completing of an Investment Grade Proposal, which will look at their other proposals (biomass project, lighting and heating savings etc). The Governors agreed this recommendation (1 governor abstained)</p>	<p>Chair to contact CCC/ Bouygues</p>

<p><b>8. Financial KPIs</b></p> <p>Having circulated two example KPI documents (East of England Academy Benchmarking and a KPI and strategic financial review document), the Principal asked whether KPIs should be included in the College's end of year financial report to allow analysis on what the College is spending its money on compared to other schools.</p> <p><b>Question:</b> Is there a best model to follow? – some schools buy in services, other big academies look at other schools within their umbrella. The Principal said that we would need to look at similar sized schools. All agreed it was a worthwhile exercise and should be taken to F&amp;I.</p>	<p>Take to F&amp;I to pursue further</p>
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Meeting finished: 8.20pm

Next meeting : 02.07.15

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Chair .....

**Key :**

<p><b>F&amp;I – Finance and Infrastructure Committee</b>  <b>ASC – Achievement, Standards and Curriculum Committee</b>  <b>PAC – Pastoral and Community Committee</b>  <b>FGB – Full Governing Body</b>  <b>T&amp;L – Teaching and Learning</b>  <b>PA – Persistent Absence</b>  <b>PM – Performance Management</b>  <b>CPD – Continuing Professional Development</b></p>	<p><b>PiP – Parents in Partnership</b>  <b>HoD – Heads of Department</b>  <b>CAL – College Achievement Leader</b>  <b>AIG Policy – Information Advice and Guidance Policy</b>  <b>BVC – Basingbourn Village College</b>  <b>DfE – Department for Education</b>  <b>EWO – Education Welfare Officer</b></p>
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