

LOCAL GOVERNING BODY MEETING

BASSINGBOURN VILLAGE COLLEGE

23rd January 2020 7pm in the library



BASSINGBOURN
VILLAGE COLLEGE

Any comments and specific questions to Sue Smith (ssmith@bassingbournvc.org) by: Monday 20th January 2020

Chair : Mike Urquhart. Other attendees : Heather Edwards (Assistant Principal)

Time	Agenda Item	Risk No.	Time allotted	Action	Papers circulated
7pm	Declaration of interests, apologies Minutes of the last meeting		5		Previous minutes
7.05pm	Mentor time update	7	20		To be presented at meeting
7.25pm	Teaching and learning report (VL)	1,4	20		To be presented at meeting
7.45pm	Behaviour and attendance report (VP)	8	5		Report, questions in advance
7.50pm	Policy ratification – Inclusion and CAT	14	5		Revised policies to be sent
7.55pm	Health and safety report	13	10		Report, questions in advance
8.05pm	Year 11 DP2 and exams	5	20		Report and data, questions in advance
8.25pm	SEF summaries - first reading only	7	5		SEF summaries
8.30pm	Safeguarding and GDPR – GDPR audit (VP)	9	10		GDPR audit, questions in advance
8.40pm	Staffing update (VP)	1,2	5		Verbal report
8.45pm	LGB skills Audit (SM)	11	10	Discussion	
	LGB composition (SM)	11			
	Link Governor reports/meetings (all)	7, 14			
	Academy governance forum feedback (SM)	11			
	Risk register update (all governors)		5	Action	Live updating of Risk Register
9.00pm	Finish				

Forthcoming Meetings

Date of next meeting, and chair	Forthcoming agenda items
23.01.20 7pm Mike Urquhart	Link governor visit reports, improvement planning, KPI monitoring, PP progress report, SEND progress report, staffing update, KPI monitoring, academy policy review, Trust newsletter autumn term, academy governance forum feedback, items for submission to the Trust board, H&S report
26.03.20 6pm Will Clayton	Link governor reports, Headteacher report, PSHE update, provisional subject planning, staffing update and planning, finance report, premises and contract report, local admissions report, trust update, risk register review, QASI update, approved trust policies
14.05.20 7pm Chris Cornwell	Link governor reports, self-evaluation update, KPI monitoring, PP progress report, curriculum policy review, staffing update – KPI monitoring, finance report, 20/21 budget first draft, academy policy review, trust newsletter spring term, items for submission to the trust board
18.06.20 6pm Jess Lievesley	Link governor reports, Headteacher report, improvement planning, SEND report, finance report, 20/21 budget and longer term plan approval, governor evaluation and training, safeguarding audit/annual report, risk register review, academy governance forum feedback, QASI update, approved trust policies
Strategy : 02.07.20 6pm Steve Morris	

Governor visits since previous LGB meeting

Name of Governor	Date of Visit	Purpose of Visit
Steve Morris	13.01.20	Meeting with VP

Governor meetings (CIP and Link governor roles)

Name of Governor	Date of Visit	Report circulated	Link Governor section
Chris Roope	31.10.19		H&S meeting (KC)
Steve Morris, Will Clayton	28.11.19	cancelled	Rapid and sustained progress (JBR/RC)
Chris Roope, Laura Sims	09.12.19		Personalised Curriculum and support (VL/RH)
Mike Urquhart, Dushy Chetty	22.11.19	25.11.19	Confident Responsible and Independent members of Society (PCH)
Chris Cornwell	04.12.19	6.12.19	Kind, caring community environment
Alison Butterworth	03.12.19	7.12.19	SEND Meeting (VP/HED)