

LOCAL GOVERNING BODY MEETING

BASSINGBOURN VILLAGE COLLEGE



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1st October 2020 6pm to be held virtually (link to be sent)

Any specific questions to Sue Smith (ssmith@bassingbournvc.org) by: 28th September 2020

Chair : Steve Morris

| Time | Agenda Item | Risk No. | Time allotted (min) | Action | Papers circulated |
|------|--|----------|---------------------|--------|--------------------------|
| 6pm | Welcome & introduction – Kay Pearce (Minute taker) | | | | |
| | Declaration of interests, apologies Minutes of the last meeting | | 5 | | Minutes of last meeting |
| 6.05 | Covid-19 update (VP) | 13 | 20 | | AL Test & Trace document |
| 6.25 | Improvement Plan & priorities (VP) | 3, 7 | 20 | | Improvement Plan |
| 6.45 | Staffing, finance and admission update (VP) | 2,6 | 10 | | Verbal update |
| 6.55 | Assessment calendar & planning (VP) | 5, 7 | 5 | | Assessment calendar |
| 7.00 | Safeguarding & GDPR update (VP) | 9 | 5 | | Safeguarding Policy |
| 7.05 | Appraisal and CPD update (VP) | 1 | 10 | | Verbal update |
| 7.15 | LGB Succession planning (SM) / rota for chair of meetings | 10 | 10 | | |
| 7.25 | Risk register | all | 5 | | Risk Register |
| 7.30 | Finish | | | | |

Forthcoming Meetings

| Date of next meeting | Forthcoming agenda items |
|---|--------------------------|
| Thursday 1st October 6pm | |
| Thursday 5th November 7pm | |
| Thursday 10th December 6pm | |
| Thursday 28th January 7pm | |
| Wednesday 17th March 6pm | |
| Thursday 13th May 7pm | |
| Thursday 17th June 6pm | |
| Strategy : Thursday 8 th 6pm | |