

# LOCAL GOVERNING BODY MEETING

## BASSINGBOURN VILLAGE COLLEGE



**LGB Meeting @ 6 pm on Thursday 24<sup>th</sup> November 22 in room 3** **BASSINGBOURN VILLAGE COLLEGE**

Any specific questions to Sue Smith ([ssmith@bassingbournvc.org](mailto:ssmith@bassingbournvc.org)) by: Monday 21<sup>st</sup> November 22

Chair : Sarah Anderson      Also present: Sophie Palmer (minutes)

Time	Agenda Item	Risk No.	Time allotted	Action	Papers circulated
6pm	Welcomes/Introductions. Student presentation regarding a proposal for uniform change (accompanied by Mr Rix)		10 mins		
6.10pm	Declaration of interests, apologies, Minutes & matters arising		5 mins		Minutes of last meeting
6.15pm	Pupil Premium report and updated strategy (PCH)	3, 16	20 mins	Info	Report and PP Strategy
6.35pm	Yr 11 Data point 1 review and targets (JBR)	3, 16	10 mins	Info	Data spreadsheet
6.45pm	Safeguarding report and Blue Print, Behaviour and attendance report	1, 15, 16	30 mins	Info	Safeguarding, behaviour and attendance reports
7.15pm	Health & Safety report (WCI)	12	10 mins	Info	H&S report
7.25pm	Peer Review report (VP)	2, 3	10 mins	Info	Peer Review report
7.35pm	Link Governor meetings/LGB membership	14,15,16	5 mins	Info/ Discussion	n/a
7.40pm	Budget update	6	5 mins	Info / Discussion	n/a
	Staff governors leave				
7.45pm	Staffing and Appraisal updates	8, 9	15 mins	Info / Agreement	n/a
8.00pm	FINISH				

<b>Theme</b>	<b>28.09.22 7pm Autumn 1</b>	<b>24.11.22 6pm Autumn 2</b>	<b>26.01.23 7pm Spring 1</b>	<b>16.03.23 6pm Spring 2</b>	<b>04.05.23 7pm Summer 1</b>	<b>15.06.23 6pm Summer 2</b>	<b>06.07.23 Strategy 6pm</b>
<b>Progress and Assurance</b>	Summer Term Final Achievement Report 21/22 staff exit review	Review safeguarding Blueprint	Review Curriculum Blueprint	Review Inclusion Blueprint	Review People and Leadership Blueprint Review staff survey		
<b>Vision, Mission and Values</b>	Revisit and reconfirm core vision, mission and values; revisit the AIP 2021-22				Development of AIP 2022-23	Approval of the AIP 2022-23	
<b>Chair's Report and General Governance Matters</b>	Agreeing workstreams for the year ahead Agree training programme for governors	Feedback from AGF, DoE		Feedback from AGF, DoE		Feedback from AGF, DoE LGB update skills audit & Self Evaluation activity: reflection upon the year	
<b>Termly report to staff and governors</b>		Commentary on progress towards the strategic plan; Complaints & Whistleblowing reporting; broader experiences, trips etc, other celebrations and priorities not covered by the executive summaries		Commentary on progress towards the strategic plan; Complaints & Whistleblowing reporting; broader experiences, trips etc, other celebrations and priorities not covered by the executive summaries		Commentary on progress towards the strategic plan; Complaints & Whistleblowing reporting; broader experiences, trips etc, other celebrations and priorities not covered by the executive summaries	
<b>Quality Assurance and School Improvement (including Link Governor reports)</b>	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	Executive summaries, Feedback from Trust Facilitated and Academy Led	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	

			QASI, Extended focus on the quality of the curriculum – policy and practice, CEIAG - compliance with Baker Clause (Secondary)				
<b>Risk Assessment</b>	Review key risks linked to agenda items and review the links between all risks	Review key risks linked to agenda items	Review key risks linked to agenda items	Review key risks linked to agenda items	Review key risks linked to agenda items	Review key risks linked to agenda items	
<b>Safeguarding</b>	Adopt Safeguarding Policy Central Safeguarding training for governors	Safeguarding link report, Behaviour, Inclusion and Welfare Report		Safeguarding link report, Behaviour, Inclusion and Welfare Report		Safeguarding link report Annual Safeguarding Monitoring Report	
<b>SENDV/Pupil premium/Children in Care</b>		SENDV/Pupil Premium/CIC link report Pupil Premium Plan PE Premium (primary) SEND Information Report Recovery premium		SENDV/Pupil Premium/CIC link report		SENDV/Pupil Premium/CIC link report SEND Annual Report	
<b>Finance</b>		ICFP benchmarking and discussion Link governor or committee report (secondary)			Budget discussion	Budget recommendation  Link governor or committee report (secondary)	

<b>Premises and Estates</b>		Premises report Asset Management Plan: discussion about the estate and input into the plan		Premises report		Premises report	
<b>Health &amp; Safety</b>	Adopt H&S Policy	Health and Safety Report: link governor (secondary) or HT (primary) /Every Report H&S audit report		Health and Safety Report: link governor (secondary) or HT (primary) / Every Report		Health and Safety Report: link governor (secondary) or HT (primary) / Every Report	

### Governor visits since previous LGB meeting

Name of Governor	Date of Visit	Purpose of Visit
Will Clayton, Laura Simms, Mike Urquhart, Sarah Anderson	13.10.22	Training with Mr Cooper, Anglian Learning
Laura Simms, Sarah Anderson, Will Clayton	15.11.22	Meeting with Ms Poulter/Link governor meeting