

BASSINGBOURN VILLAGE COLLEGE

Minutes of the Local Governing Body meeting held on 4th May 2023

Present:

Will Clayton (WCI) – LGB Chair	Vickey Poulter (VP)
Sarah Anderson (SA)	Mike Urquhart (MU)
Nik Cuniffe (NC)	Laura Sims (LS)
Alison Maley (AM)	Jo Lambert (JL)
Charlotte Fernandes (CF)	Liz Lock (LL)

Chair of Meeting: Laura Sims
Also in attendance: Sarah Pattison (Vice Principal) (SP)

Minutes: Sue Smith (Clerk)

	ACTION
1. Apologies Apologies were received from Jo Lambert. Vanessa Larkins and Jeremy Brock were not present for this meeting. Will Clayton arrived at 7.30pm	
2. Introductions Introductions were made, and the Governors welcomed Sarah Pattison, Vice Principal, to the meeting	
3. Declaration of Interests A declaration was received from WCI regarding the upcoming event to the Chelsea Flower Show noted in the matters arising. WCI was not present for this discussion.	
4. Minutes of last meeting and matters arising The minutes of the meeting held on 16 th March 2023 were agreed and are an accurate account. Risk Register: The Inclusion Blueprint screenshots were circulated, and VP advised that the Trust would be looking at the way Anglian Learning schools are monitoring risk. Critical Incident Plan – still to be circulated. Student ambassadors: following their visit to the last meeting, it was agreed that an email be sent to the students who attended. The environmental ambassadors will be attending the Chelsea Flower Show as organised by WCI (declaration of interest declared) Ofsted: It was noted that Ofsted had visited and the draft report is awaited. Behaviour Audit: VP advised the governors of the collaborative year-long project and the behaviour audit that will be taking place. SP is leading this.	Critical incident plan to be circulated Email to be sent

<p>5. People & Leadership Blueprint</p> <p>The Blueprint was circulated at the meeting and VP walked the governors through the document.</p> <p>Q: Does there need to be a column to show evidence needed? A: Evidence for this will be discussed at Link Governor meetings next year. Whilst the ranking process is subjective, the Blueprints are tested out during the peer review process. Governors need to know about the Blueprints to be discussed at Link Governor meetings moving forward.</p>	
<p>6. Link Governor Reports</p> <p>Link governor meetings have recently taken place for SEND and Leadership, and reports have been circulated. CF talked through her recent SEND visit when she looked at provision mapping, transition arrangements for the students due to start with us in September 2024, especially important for students with SEND, and the challenges of increasing number of students with SEND. VP advised Governors that all staff are responsible for SEND and quality first teaching needs to become fully embedded.</p> <p>SA talked through the recent Leadership Link meeting with WCI. Governors were informed of the training opportunities that staff have access to, either through the National College or via Anglian Learning's CPD platform. Developing student leaders and student voice was also highlighted.</p>	
<p>7. Budget</p> <p>(SP leaves)</p> <p>VP advised that a balanced budget can be set this year, however advised governors of the budgetary challenges including the teachers' pay rise which is not centrally funded, electricity costs rising, inflationary rises and increases to supply teacher costs.</p> <p>SA to arrange a visit to review the budget.</p>	<p>Budget review meeting to be arranged</p>
<p>8. Admissions</p> <p>VP advised that the current admission numbers stand at 152, 27 over PAN (125).</p>	
<p>9. Staffing</p> <p>VP informed governors of the challenges facing all schools in recruiting teaching and support staff. Governors were advised of the staff leaving this academic year, and the appointments made to date.</p> <p>Exit interviews to be arranged.</p>	<p>Exit interviews</p>

Meeting closed at 8.30pm
Next meeting: 15.06.23

Chair

Action Log			
ITEM	ACTION	DEADLINE	RESPONSIBILITY
1	Critical Incident plan still to be circulated	With minutes	SS
1	Email to student ambassadors to be sent		WCL
7	Budget review meeting to be arranged		SA
9	Exit interviews to be arranged		SS

Rolling Action Log			
ACTION	DEADLINE	RESPONSIBILITY	UPDATE
All questions to be shared with all governors			