

MINUTES FOR THE FIRST MEETING OF THE SCHOOL YEAR HAY-ON-WYE COUNTY PRIMARY SCHOOL

Minutes of a meeting of the Governing Body of Hay-on-Wye CP School, held on Tuesday 15th November 2022

Present: G Bingham (Chair), M Wright, R Morris (HT), J Morgan, G Ratcliffe, L Bourke, L Howard, H Offord

Clerk: L Llewellyn

1. APOLOGIES

Apologies for absence were received and accepted from: J Griffiths, T Stedman

2. MINUTES OF LAST MEETING

The minutes of the meeting of the governing body held on 28th September 2022 were confirmed and signed by the chair as a correct record.

3. MATTERS ARISING

R Morris confirmed that the fence for the outdoor area can go ahead. JM to get revised quote as the price of wood may have increased.

4. ELECTION OF VICE CHAIR

No governors were willing to put their name forward. Chair advised that he will contact C Goddard and ask if he would be willing to stand again.

5. INSTRUMENT OF GOVERNMENT

Clerk explained that to formally change the number of governors, the governing body would need approval from Powys County Council and Welsh Government. Until this is approved the number of governors required is 18.

Governor question: What difference does it make to have vacancies on the governing body?

Chair explained that with a larger governing body, meetings were likely to be more inclusive, fair minded as a larger pool of people to discuss issues and objective.

Governor question: What would the perception from Estyn's point of view during an inspection if there were vacancies on the governing body? Having a full governing body would demonstrate that we are a strong and effective governing body that is capable of holding meetings that were quorate so that policies and procedures could be ratified.

HT (R Morris) explained that in instances where governing bodies were too small, Powys could decide that we would need to merge with another school's governing body to remain effective.

After a further discussion. Governors agreed to postpone the request to make the governing body smaller and to look for new governors one more time.

Action: Chair to approach Jane Dodds, Mike Harris and Will Lloyd as perspective governors.

6. GOVERNOR VACANCIES

R. Morris was pleased to announce that Dr Diana Rutter had agreed to become a community governor. Dr Rutter is a retired paediatrician and has a wealth of experience and has been volunteering in the school for several years.

Chairman proposed that Dr Rutter be accepted onto the governing body.
Proposed by G Ratcliffe, seconded by L Howard.

7. HEAD TEACHER'S REPORT

HT (R Morris) highlighted the following from the Headteacher's report:

- Support Visit 1 was very positive, reflected well on standards in the school with a strong Senior Leadership Team (SLT). All Senior Leadership Team (SLT) were present.
- Performance management interviews have been completed.
- Staff has attended a cluster digital training session.
- Reception teacher has visited Mount Street infants to share best practice. HT (R Morris) would like this to be a regular part of staff development.
- The number of pupils currently on register is 174.
- Staff absence is 3%.
- Fire drill was completed in 1min 25seconds. County's fire officer visited the school and will produce a report identifying any improvements necessary.

The following governor questions were received:

When was the date for pupil numbers to count towards school budget? HT (R Morris) confirmed that it was 6th November 2022 and that all records on teacher centre were up to date.

Are classes full, what is our capacity? HT (R Morris) explained that the school is built for 208 pupils. And that there are currently no classes that are full, but a few have 28, the maximum being 30.

Is it harder for teachers to manage their classrooms as we seem to be attracting an increased number of children with additional learning difficulties? HT (R Morris) replied that staff appear to be coping and very accepting of the situation and respond well to the needs of the pupils. It takes time to get to know the children and their needs. We're fortunate to have Teaching Assistants with additional qualifications such as EAL (English as an additional language) and ELSA (emotional support).

Do staff feel supported by Powys County Council through the process? M Wright explained that it is a complicated process that takes times with many hoops to go through and can be confusing at times. The main issue is that due to the funding being back dated, planning what staff is required where can be difficult.

Are children with ALN needs being diagnosed quickly? M Wright confirmed that getting a diagnosis is very slow. A conversation about the ALN followed.

Do we still have a cluster ALNco? HT (R Morris) confirmed that there is no longer a specific cluster ALNco as this role was only temporary but there is an ALNco Champion.

8. BUDGET / ICT SPEND

A summary of the school budget had been circulated. HT (R Morris) reported that the school budget remains in a healthy position. Areas for concern were noted as follows:

- The increase in the cost of the utilities is a concern. School heating has been turned down to a minimum of 18 degrees in line with the county's recommendations.
- The school ICT SLA has been reviewed. Unfortunately, the TV screen in the hall needs to be replaced as it is considered 'old' technology. The cost of this replacement is not within the ICT budget and will have to be funded separately. HT (R Morris) has asked PTFhAy for help with this expense.

Governor question: There are rumours that schools may open for 4 days to counteract the rise in energy bills, is there any truth in this? HT (R Morris) replied that he had heard nothing official from

county about this proposal and that he thought it was a scoping exercise to look at all options but moving to a 4 day school week would be an extreme option.

Does the school have good Wi-Fi? HT (R Morris) confirmed that generally it does. The equipment does fall off the trusted system,

but all the iPads / laptops are due to be updated and hopefully these issues will be fixed.

9. PROCEDURAL / POLICY REVIEW

The policies were discussed and reviewed, amendments were put in place where necessary.

All policies were ratified. Proposed by J Morgan, seconded by L Bourke.

10. FOREST SCHOOL HANDBOOK

Governors had had difficulty opening this document to review so will be ratified at the next meeting.

Governor question: is this given to every child? HT (R Morris) confirmed that it is more of a reference document. One copy will be printed and held in school.

Governor question: What is the purpose of the handbook? HT (R Morris) explained that it is too ensure that Forest School sessions adhere to all health and safety standards.

11. DONATION RE FOREST SCHOOL

HT (R Morris) was pleased to confirm that thanks to £100 donation from Hay Markets and £250 donation from the school, we are now in a position to give £350 towards the forest school development down the Warren to J Morgan on behalf of the Hay Community Woodland Group. HT (R Morris) asked G Bingham to pass on the schools thanks to Hay Markets.

12. GOVERNOR TRAINING

G Bingham strongly encouraged all governors to attend the forthcoming course on chairing a committee meeting.

DATES OF NEXT MEETINGS:

Tuesday 31st January 2023 6pm (online via Teams)

Tuesday 14th March 2023 6pm (in person)

Tuesday 9th May 2023 6pm (online via Teams)

Tuesday 11th July 2023 6pm (in person)

Minutes signed as correct:

Date:	6.2.23.
Name:	John L Gordon J Bingham
Signed:	