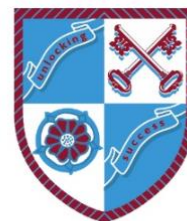


Warblington  
School

**Meeting Minutes  
from a  
Full Governing Body Meeting  
Tuesday 8th November 2022**



Warblington  
School

Date	Start Time	End Time
8 <sup>th</sup> November 2022	5:20pm	6:55pm
Present	Apologies for Absence	In Attendance
Colin Swettenham( <b>Chair of Governors</b> ) Mike Hartnell ( <b>Headteacher</b> ) Kathy Gunn Stefan Muller Cristina Kelly Cher Jeffery Andrew Chapman	Karen Sequeira Kate McInnes	Gemma Harvey ( <i>LA Clerk</i> )
		<b>Absent</b>

Item	Subject	Action Lead
1.	<b>Welcome and apologies for absence</b>  All governors were welcomed to the meeting. Apologies were received and accepted from Karen and Kate.	
2.	<b>Declaration of conflict/interest</b>  There were no declarations of pecuniary interest relating to items on the agenda as the staff members were not present due to potential conflicts with the discussion on the restructure.	
3.	<b>Review minutes of meeting held 13<sup>th</sup> September and 4<sup>th</sup> October 2022</b>	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

	<p>The minutes of the FGB meeting had been previously circulated.</p> <p>Governors agreed that the minutes were a true and accurate record of the meetings.</p> <p>Q – Have Governors been linked to a subject as discussed in previous meetings?</p> <p>A – The Governors at the meeting are given the option to choose a preferred subject.</p> <p>Colin - Maths</p> <p>Stefan – Science</p> <p>Cher – Drama</p> <p>Kathy – Music</p> <p>Cristina – Languages</p> <p>Andrew – IT</p> <p>Karen – TBA</p> <p>Kate – TBA</p>	
<p><b>4.</b></p>	<p><b>Actions from above meeting</b></p> <ul style="list-style-type: none"> <li>• Complete Governorhub pecuniary interests. ONGOING Action – Confirm all complete and send into school for adding to the website.</li> <li>• Review staffing structure. On agenda. CLOSED</li> <li>• Send Governor training record to HT. CLOSED</li> <li>• Progress on Governor skills. Action - Kathy will send links to the Governors who still need to complete. ONGOING</li> <li>• Update from Heads of house. No changes to report. CLOSED</li> <li>• Allocate deep dive groups. The groups may need a slight reorganisation as the Personal Development group has only one member. ONGOING Action – All groups to pick a topic to deep dive and report back to the FGB in January. <ul style="list-style-type: none"> <li>- Ideally look at cross-curriculum links such as Maths and Science and how they link.</li> <li>- Look at the SEF to see where the weak areas are for evidence and deep dive there.</li> <li>- Speak to the staff about their subjects and ask them for the evidence to validate good ratings.</li> </ul> </li> <li>• Share Governor training catalogue. CLOSED</li> <li>• Share the school calendar. CLOSED</li> <li>• Governors letter to subject leaders. CLOSED</li> </ul>	<p>GH</p> <p>KG</p> <p>ALL</p>
<p><b>5.</b></p>	<p><b>Governance</b></p> <ul style="list-style-type: none"> <li>- CONFIDENTIAL MINUTES</li> </ul>	
<p><b>6.</b></p>	<p><b>Headteachers report</b></p>	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

	<p><b>Budget</b>  Before the proposed change and with numbers on roll staying the same there would have been a deficit of 1.4 Million pounds within five years this is an in-year deficit of £560,000. After the restructure and with the continued increases of numbers in roll this will change to £92,000 in credit. Over the next four years it is predicted there will be significant change with twenty extra pupils per year as predicted by HCC, There are new builds of properties all around the area so the numbers on roll could actually increase more than this prediction.</p> <p>Q – Should the school then be able to offer enrichment equivalent to what students would receive at a larger school?  A - There are still national deficit budgets so we must not lose sight, but need the mix of budget, structure and the increase of numbers on roll.  Q - Is the school maximising lettings and looking at other options such as grant funding's?  A - We are doing well but grant applications are very thorough I have considered the need to employ someone to make these applications but at the moment is not justifiable. Currently it is reported that 76% of senior schools are in a deficit, these can't all be leadership failures so must be budget short fallings for example the cost per pupil headcount versus teacher pay increases do not add up.</p> <p>The Governors are aware of the future year deficit and understand they will need to take action.</p>	
7.	<p><b>Business cycle</b></p> <p>Nothing to report</p>	
8.	<p><b>Policies</b></p> <p>Pay Policy has been reviewed by the pay committee and recommended to be approved.</p> <p>The safeguarding policy is based on the model child protection format, this has been agreed by the Chair of Governors as this is a HCC document so recommend adoption as only small changes were required.</p> <p>The safety policy has begun to be reviewed but there are further points to be discussed with the IT department in school.</p>	
9.	<p><b>Future events</b></p> <p>The live link to the school calendar has been shared with all Governors</p>	
10.	<p><b>Next meeting</b></p> <p>Extraordinary FGB 22<sup>nd</sup> November 5.15pm</p>	

Signed: \_\_\_\_\_

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	<p>FGB 6<sup>th</sup> December 5.15pm</p> <p><b>Items for the agenda</b></p> <p>The Headteacher will invite the Maths leader to the next FGB to talk about outcomes, curriculum and can model a subject deep dive as a group.</p>	
11.	<p><b>Effective Governance</b></p> <p><i>What have we done in this meeting that shows effective governance and improved outcomes for our pupils?</i></p> <ol style="list-style-type: none"> <li>1. Strategic leadership: <i>Agenda Items: 3, 4, 5, 7, 9</i></li> <li>2. Accountability: <i>Agenda Items: 3, 4, 5, 7, 9</i></li> <li>3. People: <i>Agenda Items: 3, 4, 5, 6, 9</i></li> <li>4. Structures: <i>Agenda Items: 3, 4, 5, 6, 9</i></li> <li>5. Compliance: <i>Agenda Items: 3, 4, 5, 6, 7, 9</i></li> <li>6. Evaluation: <i>Agenda Items: 5, 10</i></li> </ol>	
12.	<p><b>Close</b></p> <p>The Chair of Governors closed the meeting at 7.15pm</p>	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

A. <i>Excellent</i> quality of Education	B. <i>High</i> expectation learning culture	C. <i>Exemplary</i> Ethos	D. <i>High</i> Expectation Leadership
<b>A1</b>	<b>B1</b>	<b>C1</b> 01.03.22	<b>D1</b> 01.03.22
<b>A2</b> 01.03.22	<b>B2</b> 23.11.21	<b>C2</b> 25.01.22	<b>D2</b>
<b>A3</b>	<b>B3</b> 25.01.22		<b>D3</b> 23.11.21
<b>A4</b> 25.01.22	<b>B4</b>		
<b>A5</b> 23.11.21			

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## Effective governance

Effective governance is based on six key features:

1. **Strategic leadership** that sets and champions vision, ethos and strategy.
2. **Accountability** that drives up educational standards and financial performance.
3. **People** with the right skills, experience, qualities and capacity.
4. **Structures** that reinforce clearly defined roles and responsibilities
5. **Compliance** with statutory and contractual requirements.
6. **Evaluation** to monitor and improve the quality and impact of governance.



Signed: \_\_\_\_\_

Date: \_\_\_\_\_