LOCAL GOVERNING BODY MEETING

BASSINGBOURN VILLAGE COLLEGE

12th December 2019 6pm in the library

Any comments and specific questions to Sue Smith (ssmith@bassingbournvc.net) by: Monday 9th December 2019

Chair : Laura Sims

Time	Agenda Item	Risk No.	Time allotted	Action	Papers circulated
6pm	Declaration of interests, apologies Minutes of the last meeting		5 mins		Previous minutes
6.05pm	KPIs – year 10 DP1	3, 5,	10 mins	info	DP1 data – questions in advance
6.15pm	ASP and ISDR report and discussion	3, 5, 4, 10	20 mins	Info/ discussion	ASP reports – questions in advance
6.35pm	Finance report - 1920/21 budget and current year P2 report	6, 12	15 mins	Info/ discussion	P2 report, indicative budget for 2020/21
6.50pm	Admission report - current NOR and new admissions first round	6	2 mins	Info	Verbal report
6.52pm	Staffing report	1, 2	10 mins	Info	Verbal report
7.02pm	Policies - Inclusion, CAT (Curriculum, Assessment and Teaching) - First reading	3, 14	3 mins	Info	Policies. Feedback will be required after the meeting
7.05pm	GPDR/Safeguarding - safeguarding audit	9, 14	10 mins	Info	Verbal report, Safeguarding audit – questions in advance
7.15pm	Skills audit feedback and LGB audit, ALIS, training (SM)	11	15 mins	Info / discussion	Verbal report
7.30pm	Link Governor reports feedback	7,14	10 mins	Info / discussion	Link governor reports – questions in advance
7.40pm	Head Teacher's report (via Termly briefing)	1, 2, 3, 5, 8, 15	2 mins	Info	Issued at meeting
7.42pm	(staff governors leave) Staff pay increments and Staff structure for 20/21 (confidential item)	1, 2, 10	20 mins	Discussion / decision	Papers circulated at the meeting
8.02pm	Finish				

Forthcoming Meetings

Date of next meeting, and chair	Forthcoming agenda items
12.12.19 6pm Laura Sims	Link governor visit reports, Headteacher report, self-evaluation update, ASP/ISDR analysis, KPI monitoring, Progress report, academy pay awards – appraisal, finance report, governor evaluation and training, safer recruitment report, academy policy review, risk register review. QASI update, approved trust policies.
23.01.20 7pm Mike Urquhart	Link governor visit reports, improvement planning, KPI monitoring, PP progress report, SEND progress report, staffing update, KPI monitoring, academy policy review, Trust newsletter autumn term, academy governance forum feedback, items for submission to the Trust board, H&S report
26.03.20 6pm Will Clayton	Link governor reports, Headteacher report, PSHE update, provisional subject planning, staffing update and planning, finance report, premises and contract report, local admissions report, trust update, risk register review, QASI update, approved trust policies
14.05.20 7pm Chris Cornwell	Link governor reports, self-evaluation update, KPI monitoring, PP progress report, curriculum policy review, staffing update – KPI monitoring, finance report, 20/21 budget first draft, academy policy review, trust newsletter spring term, items for submission to the trust board
18.06.20 6pm Jess Lievesley	Link governor reports, Headteacher report, improvement planning, SEND report, finance report, 20/21 budget and longer term plan approval, governor evaluation and training, safeguarding audit/annual report, risk register review, academy governance forum feedback, QASI update, approved trust policies
Strategy : 02.07.20 6pm Steve Morris	

Governor visits since previous LGB meeting

Name of Governor	Date of Visit	Purpose of Visit
Steve Morris	12.11.19	Meeting with DC
Dushy Chetty/Chris Roope/Alison Butterworth	12.11.19	Pay review meeting
Steve Morris/ Alison Butterworth	22.11.19	Meeting with VP

Governor meetings (CIP and Link governor roles)

Name of Governor	Date of Visit	Report circulated	Link Governor section
Chris Roope	31.10.19		H&S meeting (KC)
Steve Morris, Will Clayton	~~28.11.19~~	cancelled	Rapid and sustained progress (JBR/RC)
Chris Roope, Laura Sims	09.12.19		Personalised Curriculum and support (VL/RH)
Mike Urquhart, Dushy Chetty	22.11.19	25.11.19	Confident Responsible and Independent members of Society (PCH)
Chris Cornwell	04.12.19		Kind, caring community environment
Alison Butterworth	03.12.19		SEND Meeting (VP/HED)