

**Minutes of the Full Governing Body Meeting
Of Fourfields CE Primary School Sutterton
And St Mary's CE Primary School, Swineshead**

Held at 6.30pm on

Monday 16th March 2009 at Swineshead

Present: Mr R Little, Mrs J Gent, Mr S Holden, Mr J Willis, Mrs P French, Mrs A Yates, Mr D Andrew, Mrs B Palmer, Mr A Shaw, Mrs A Stamp

Minutes taken by Mrs A Stamp, Clerk

- 1. Apologies: Mrs D Hutson, Mrs H Carney, Mr M Jessop**
- 2. Absent: Mrs D Thorpe, Mr D Cawkwell, Mrs R Blowers**
- 3. Minutes of the last FGB meeting on 20/1/09: Approved and signed.**
- 4. Matters Arising**
Item 2; Swineshead - Science and wildlife, area a charity has kindly offered to fund 50% of the costs. The all weather play area has now been officially opened. Item 4; Section 48 inspection results - a copy of the report has now been received.
- 5. Policy Approval: Freedom of Information**
It was agreed that a charge will be made for printing documents. No charge will be made for sending documents via e-mail.
- 6. Correspondance**
A letter of resignation has been received from Mr B Skinner, Foundation Governor. The Clerk has notified LCC of this resignation. LCC will now contact the PCC and they should nominate a new Governor in due course.
- 7. Section 48 Report**
Governors were sent a copy for information prior to this meeting. The report is positive and staff are pleased.
- 8. Proposed change of pupil numbers - Sutterton - update**
LCC are proposing a reduction in pupil intake from 20 to 15 from 2010. Mr Little has written to LCC to disagree with this as agreed at the last FGB. A reply has now been received from LCC and they will not accept our arguments for keeping the intake at 20. This will have an impact on the school budget.
Action: It was agreed not to pursue this further.
- 9. Sutterton Residential Proposal**
The proposal was circulated to Governors for approval prior to the meeting due to time scales. The residential trip was given approval. There has been a good uptake and deposits have been paid.
- 10. Senior Leadership - contract change**
This item is confidential and has been minuted as part 2 - confidential
- 11. Restructuring and Budget Approval**
Restructuring item is confidential and has been minuted as part 2 - confidential. The budget for both schools was given full approval.

12. DFC Speedy Projects

a) **Swineshead Playground development;** A plan has been drawn up for a new KS1 play area. The plan was shown and is attached. The School Council have been involved in deciding how the play area will be developed and have written to the Chair of Governors, Mrs Gent, to request funding for the project. The project will cost £11,804. There is sufficient funds in the budget. Full approval given.

Action: Mrs Gent to reply to the School Council.

b) **Swineshead Indoor Spiritual Space;** Following the Ofsted inspection and the Section 48 Inspection it was highlighted that there was a need for some work on the communal areas, they need new features and brightening up and there is a need for indoor and outdoor quiet reflection areas. The atrium area would be ideal for this, but due to the glass roof it gets too hot in the summer to use. Mr Little has looked in to ways of resolving this and would like to install an artificial silk tree that will filter light and heat, with a bench around the trunk for students to sit. The atrium area was viewed by Governors.

Action: Mr Little to investigate costs and to see if it would be practical to install a real tree.

To report at the next FBG meeting

DFC Budget: Sutterton; It was agreed that we will look at a developing a play area project at Sutterton in the future once we are confident that the site is secure. The new fence has been completed and the CCTV cameras are being installed in the next two weeks. The priority for the DFC budget at Sutterton is for new doors and windows at the rear of the building.

13. Parent Governor Vacancy:

Mr S Holden is resigning due to a posting overseas. A letter to be sent to Sutterton parents asking for nominations.

14. Governor Visits to School

Three visits have recently been made a forms have been completed. A Governor needs to visit during a Big Writing lesson. Mrs H Carney and Mrs J Gent to visit during this term.

15. Any Other Business

a) Mr S Holden suggested that anti vandal paint was re-applied to walls, roof and drain pipes at Sutterton School to stop people climbing on the roof. Warning signs are already in place.

b) **Reminder of forthcoming meetings:**

Learners Committee on 28/4 at 6.30pm has been postponed and will now be combined with the FGB meeting on 5/5 at Sutterton School starting at 6.30pm. This change is due to a presentation that will take place at the FGB that the Committee need to see.

Resources Committee 29/4/09 at Swineshead School, 6.30pm

FGB 5/5/09 at Sutterton, 6.30pm

FGB 7/7/09 at Swineshead, 6.30pm

The meeting closed at 8.15pm.

Signed

Chair