

**AUTUMN TERM 2016**  
**Heathwood Lower School**  
**Minutes of Governing Body Meeting – Wednesday 12 October 2016**

<b>PRESENT:</b>	Susie Dove (HT) Alison Holloway Rose Gunter	Jonathan Young Hayley Fitch Mike Chappell
<b>APOLOGIES:</b>	Paula Bangs	Elaine Dicocco
<b>IN ATTENDANCE:</b>	Elleesa Rushby (Clerk)	

**1. Apologies**

Apologies were received from PB and ED. The governing body welcomed back MC from sick leave. As the CoG was ill, the meeting was chaired by the VCoG.

**2. Minutes from previous meeting**

The minutes of the FGB will be carried forward to the December FGB.

**Matters Arising and not on the agenda**

. There were no matters arising.

**3. Update register of business interests**

There were no new declarations of interest.

**4. Budget 2016-2017**

Governors considered the budget to be submitted to the LA. The Chair of M & R highlighted the following:

- Money will be clawed back from the pre-school as numbers have fallen due to pupils joining main school and other lower schools.
- 22 pre-school children came up to main school

*Q: Why are we not filling the pre-school places?*

A: There was a huge exodus from the pre-school to the main school (22) from the relevant age group. No parents have said that they are dissatisfied. A large banner advertising the pre-school has been displayed outside the gates onto Heath Rd. The pre-school and the advantages of transition can be promoted but no guarantee of admissions can be made due to the Admissions Policy. It is also common to lose children to DDLS at age 3 as they will not take them at age 2.5 as Heathwood does.

*Q: Can children defer entry to pre-school for a year?*

A: This relates to Reception where the statutory age 5 years.

**ACTION/DATE**

*Q: Can we offer an AM/PM split?*

A: We have to cater for parent demand and their work

*Q: Are there any other places we can advertise?*

A: We can, targeting toddler families, but in fairness it could make us look desperate when normally figures pick up in the January. Balanced with this, next year is a low birth rate year and parents may feel confident of getting a place.

- Repairs and Maintenance is cell E12 and this includes the gates and painting the school.

*Q: How is work to the bungalow being funded?*

A: This will be funded from capital which can also be used for ICT

- Catering

A catering census was taken which was very healthy, with only a couple of pupils absent. The school is on target for costs.

- Lighting

Testing is due and 5K has been allocated for this.

- SEND

A SEND pupil has left and 2 new SEND pupils have joined, one out of county which will attract funding in line with the pupils' support needs.

*Q: What is the current carry forward for the whole school budget?*

A: The carry forward is £45,000.

The budget was agreed by the GB and was signed off by the VCOG. The budget will be submitted to the LA.

## **5. Personnel.**

Staff members left at this point and confidential and restricted item followed and has been minuted separately.

## **6. Head Teacher Pay**

This has been minuted separately.

## **7.**

### **AOB**

There were no matters of AOB

### **Dates for the Year**

14.09.2016	FGB
21.09.2016	Pay
12.10.2016	Budget
09.11.2016	Comms
07.12.2016	FGB

18.01.2016 Comms  
 22.03.2017 FGB  
 03.05.2017 Comms/Budget  
 17.05.2017 *FGB (Save the date -meeting tba)*  
 12.07.2017 FGB

**All Comms at 6.00pm and FGB at 7.00pm unless notified.**

Signed ..... Date .....  
 CHAIRMAN

Table view Administration  Rectangular Ship

Most popular option: **I agree the contents of the Budget FGB minutes 12.10.2016**

 Select final option(s) ▾

5 participants

		I agree the contents of the Budget FGB minutes 12.10.2016
	Rosemarie Gunter	<input checked="" type="checkbox"/>
	Mike Chappell	<input checked="" type="checkbox"/>
	Alison Holloway	<input checked="" type="checkbox"/>
	Hayley Fitch	<input checked="" type="checkbox"/>
	Susanne Dove	<input checked="" type="checkbox"/>
	Your name	<input type="checkbox"/>

5