

**MICKLE TRAFFORD VILLAGE SCHOOL**  
**PART ONE**  
**GOVERNORS MEETING**

Meeting of: Full Governing Board	Term: Spring 2016
Place: Mickle Trafford Village School	Date: 27.04.16,6 - 8.45 pm
Present: Wendy Lyon Kevin Unsworth Sue Mumford Neil Gordon Johnny Williamson Karen Burnett Julie Sharman Harry Harrison Sarah Clarke Shelley Long Judith Gilmore Claire Arnold Lisa Bowes (clerk)	Apologies: Julie Sharman Maggie Wheeler
	In Attendance: Philip Blackman
Not present:	Distribution: All FGB

Item	Minutes	Action	Date
1	<b>APOLOGIES</b> - received from Julie Sharman and Maggie Wheeler.		
2	<b>No Declarations of interest were received</b>		
3	<b>REVIEW PREVIOUS MINUTES</b> Wendy Lyon informed the meeting that the Dragon software had been purchased and installed. It is working well for a student in year 6. Johnny Williamson reported that he had not done any work on the ICT review due to the previous terms head teacher recruitment process. JW will now push forward with the review.		
4	<b>No matters arising from minutes</b>		
6	<b>RATIFY MINUTES FROM SUB COMMITTEE MEETINGS</b>		
5	<b>HEAD TEACHER REPORT</b> WL confirmed that the offers had been made for places in the reception class starting September 2016. 34 1 <sup>st</sup> choice applications had been received and 30 places had been offered. Of the places offered 3 were cared for children. The school only has 1 place available in year 4. Three children had been admitted into year 1. Karen Burnett will report on the status of Schools Direct at the next FGM. KU asked if governors were happy with the new layout and amount		



	<p>WL will hold a basic awareness training course for all governors at the next FGM.</p>		
9.	<p><b>HEALTH AND SAFETY</b></p> <p>WL reported that 2 prime forms had been completed since the last FGM. 1 child had an epileptic fit and 1 a fall resulting in a large cut. Both incidents had required ambulances. KU wished the governors to recognise that Elizabeth Carey had helped when the reception child had fallen, Elizabeth had used the first aid training from Brownies to help hold the cut together and keep the child calm. WL reported that the parents had been very grateful and Elizabeth's actions had been celebrated in the assembly.</p> <p>A new fence has been erected between the reception area and the junior playground. This keeps the children away from a storage area.</p> <p>A water inspection had been completed by Dee Water and this was passed.</p> <p>The tarmac on the junior playground had been levelled during the Easter holidays.</p>		
10	<p><b>BUDGET</b></p> <p>A budget meeting had been held with Alison Cain, the school budget officer. Neil Gordon had been in attendance. Neil reported that it had been a very positive meeting. Spend had not been as high in 2015/16 as expected due to the on going staffing changes. The proposed extension to the reception area of the school had not been carried out. The budget office had agreed that as the school had exceptional circumstances the money earmarked in the DFC could be carried over for an additional year. Judith Gilmore advised that sports funding needs to be applied for. Due to the introduction of the 'sugar tax' there would be more funding available, double, but as previously this must be ring fenced. School must show that the money is used for 'fitness and health' not just sport.</p> <p>WL showed governors a quotation for laptops to be purchased for the IT Suite. Option 2 was agreed.</p> <p>JW will arrange for an IT consultant to do a review of the current IT facilities in school and advise on the future requirements.</p> <p>WL advised that new WIFI equipment had been installed in school to give better coverage throughout both the junior and infant areas.</p> <p>WL proposed that the stage be moved from the large cupboard in the IT suite and it be opened out to make a seating area and provide more room in that area. KU noted that he had suggested this several years ago and it had not been taken up. It was suggested that as the stage was only used twice a year it could be stored in a shed/garage.</p> <p>The 16/17 budget has not yet been set due to the staffing changes after the recent recruitment of the head teacher. This will be sent out and approved by proxy when available.</p>		

	<p><b>Parish Council</b></p> <p>Philip Blackman updated the meeting on the progress of the car park availability. The new tennis courts are going ahead and due for completion Aug/Sep 2016. There is to be a meeting next week about the availability of the car park for use by other members of the local community.</p> <p>PB reported that the builders of the new houses had donated £7K for use in the community. The parish council would like to use the money for a track on the school field, but the money would need to be spent on a public area and at present the school field is private. Sue Mumford suggested speaking to Pre School about their forest school area next to the Pre School. The school council have already met with the parish council and made suggestions for ways to spend the money. These will be voted on by village residents. There will be meetings for local planning where any other ideas can be put forward.</p>		
11	<p><b>ANY OTHER BUSINESS</b></p> <p>There was no other business.</p>		