

HOLY TRINITY CE PRIMARY SCHOOL SUNNINGDALE

Minutes for Governing Board Meeting

held via Microsoft Teams on

Tuesday 17 May 2022 at 6 pm

Present: Mr B Aherne, Mrs A Boaler, Mr T Fettes (Chair), Mrs J Griffith, Mr P Grover, Revd J Hutchinson, Ms D Ogunbawo, Mr J Sharland, Mrs J Steel, Mrs J Taylor,

Not Present: Miss A Prince, Mrs A Williamson

In Attendance: Mrs B Moss (Associate Member), Mrs C Elsasser (Clerk), Mrs W Poulter (Bursar)

Key		
	Support	To support decisions and enquiries, staff welfare, sharing and clarification of key information, training
	Operational	Action towards improvement, impact and success, monitoring
	Strategic	Long and short term school development, staff welfare, improving pupil outcomes and welfare requirements,
	Challenge	To hold the Head to account for SDIP progress, financial decisions, learning and teaching, pupil outcomes

	1198/22 Welcome and Opening Prayer Mr Fettes welcomed Governors to the meeting, Revd Hutchinson then opened the meeting with prayers.
	1199/22 Apologies for Absence Apologies had been received from Miss Prince and Mrs Williamson and were accepted.
	1200/22 Declaration of any Conflicts of Interest None were declared. Mr Fettes reminded Governors of the need to respect confidentiality of all discussions taking place within the meeting.
	1201/22 Agree minutes of the previous meeting held via Microsoft Teams on 15 March 2022 The minutes were agreed by all as a true record of the last meeting and would be signed by the Chair.
	1202/22 Matters/Actions arising from the last meeting Mr Fettes drew attention to the table attached to the agenda showing the status of all the matters arising and actions from the last meeting. He noted that the majority of items had been completed and a few were on-going and would continue to be carried forward: 1183/22: 1167/21 Parent support for Write Stuff – JG 1183/22: 1169/21 Investigate charity which might be able to support ELSA work – AB 1183/22 1172/21 Revamp of staff room - TF

	Mr Fettes noted that he had sourced some kitchen drawers and these would be installed in the staffroom.
	He also reported that the "goalpost graveyard" had been successfully cleared.
	1203/22 Approval of Budget 2022/2023 and 3-year Budget Three papers had been circulated prior to the meeting: 2022/23 Budget, 2022/23 Budget assumptions and 3 year plan 2022-25.
	Mr Aherne reported that the F&R Committee recommended that the budget be accepted as proposed. However he noted that at their meeting two weeks ago they had expected that there would be a year end carry forward of £50K however this had now increased to £74K.
	He noted that at the Governor's Vision Workshop the day before that the Board had all had the opportunity to see the excellent work being carried out in the school.
	It was noted that the 3 year budget needed to be submitted to the Borough by the end of the month.
	Mrs Boaler requested clarification regarding the meaning of a couple of budget headings which were explained by Mrs Poulter.
	No other questions were raised.
	All Governors were in agreement that the budget should be approved as presented.
	Mr Fettes thanked Mrs Poulter for all the work she had undertaken in preparing this information.
	1204/22 Any Other Business a) Governor's Vision Workshop Mrs Boaler thanked Mrs Griffith for the opportunity for the whole board to come into school and see the reality of exactly what goes on. Mrs Griffith noted that she would like to make this an annual event as all had found it most useful. She also noted that she had passed on feedback received from the Governors to the staff.
	1205/22 Date of Next Meeting Tuesday 5 July 2022 at 6 pm
18.12	Mr Fettes thanked everyone for their time and the meeting concluded