

## SOUTH HILL SCHOOL GOVERNING BODY

### Minutes of a Meeting held on 24 May 2022

Present:

Mr H Peters (Chair)	Mrs S McDermott
Miss L Wren (Co-Headteacher)	Mrs C Peters
Ms J Wellbelove (Co-Headteacher)	Ms V Shaw
Ms T Ahmed (on-line)	Mr S Sisulu
Mrs L Clare	

In attendance: Mr A Pennycook (Clerk to the Governing Body)  
Mrs E Allpress (School Business Manager)

	ACTION
<p><b>1.</b> Governors noted the need to declare any conflict of interest that arose in the course of the meeting.</p>	
<p><b>2. Apologies for absence</b> Apologies for absence were received from and approval given to the absence of Mrs K Stewart and Mrs H Yendell.</p>	
<p><b>3. Notification of Any Other Business</b> None</p>	
<p><b>4. Co-Headteachers' Report</b></p> <p>4.1. The Co-heads briefed governors on how data about pupil performance was gathered, and indicated that this would be presented to governors in a summarised form in future reports.</p> <p>4.2. Documentation had been published in advance. Governors had submitted questions in advance and these and the relevant responses are in the Appendix to these minutes. <i>Discussion, comments and further questions</i> included the following:</p> <p>4.2.1. Governors commented that some of the end of year predictions seemed rather low. The Co-Heads attributed this to a cautious approach following two years of disruption to pupils' education.</p> <p>4.2.2. Quality of Teaching: it was agreed that future reports would be based on the 'Quality of Education' rather than specifically teaching – in line with the approach from Ofsted.</p> <p>4.2.3. (Q1 – see Appendix below)</p>	
<p><b>5. 2021/22 year-end Financial Report</b> The report was noted without comment.</p>	

## **6. Budget 2022/23**

6.1. Documentation had been published in advance. Governors had submitted questions in advance and these and the relevant responses are in the Appendix to these minutes.

Discussion, comments and further questions included the following:

6.1.1. TAs to support pupils with EHCPs would only be employed for the number of hours for which funding was provided.

6.1.2. A new water meter was to be installed to ensure that the school's water usage was correctly billed, and it was likely to result in an increase.

6.1.3. *In response to a question*, it was explained that the comparatively high cost of agency supply staff was to cover a maternity leave.

6.1.4. *In response to a question* governors were informed that capital depreciation costs were covered by the Local Authority and did not need to be accounted for by the school.

6.1.5. *In response to a question about how the anticipated increase in the cost of utilities was calculated* it was explained that the Local Authority had advised schools of the amounts to be used (65% for electricity costs and 135% for gas).

6.2. The budget for 2022/23 was approved.

## **7. Policy and Document Approval**

The following were approved: Children Looked After; Lettings and Charges; Health and Safety; Home-School Agreement; Stress and Wellbeing.

## **8. Compliance Check**

First Aid Provision: The Co-heads confirmed that relevant requirements were in place.

## **9. Minutes of Previous Meeting**

The minutes of the meeting held on 29 March 2022 were approved.

## **10. Actions from Previous Meeting**

All actions had been completed.

## **11. Matters Arising from the Minutes not on the Agenda**

None.

## **12. Date of Next Meeting**

It was confirmed that the next meeting would be included in the

Governors' Visit Day on <b>Tuesday 5 July, starting at 1.30pm.</b> Governors were invited to send suggestions to the Chair about any particular topics they would like to have included in the visit.	
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## Appendix

Questions on Heads' Report submitted in advance:

1. Is there a particular attainment issue with writing at the lower end of the school and do you think this is pandemic/lockdown related? If this is the case, are you expecting the figures will naturally improve to some extent, assuming we have no more lockdowns?

Yes. Parents had found it difficult to support children's writing during the lockdown. Phonics has also suffered for a similar reason.

Question on the Budget:

2. I might have misinterpreted this but it looks as though the surplus is expected to shrink in the coming years - please can you give some details on why this is and also why there's an expected fall in income/spending in around five years (assuming I've interpreted that correctly too!)?

Staffing costs increase year-on-year as staff receive pay increments. However, as more experienced staff leave it will be possible to replace them with staff who cost less and so the deficit would be reduced.