

Minutes for Meeting of the Governing Body of Ladysmith Federation					
Date / Time	Tuesday 23rd January 2024		Location	Ladysmith Infant and Nursery school	
Attendees	Initials		Attendees	Initials	
Annie Fletcher Co-Chair Arrived 6pm	AF	Co-opted	Tom Butcher Co-Chair	TB	Co-opted
Mark Wilkinson	MW	Exec Head	Kate DeBurgh Arrived 6 pm	KD	Parent
Justine Brooker	JB	Co-opted	Hannah Snowden	HS	Co-opted
James Lee	JL	Co-opted	Adam Brown	AB	Staff
Karen Bates	KB	Co-opted	Sarah Melhuish	SM	Co-opted
Present					
Neil Williams	NW	LJS Head School	Dave Broad	DB	LINS Head School
Apologies	Initials				
Greg Hawkins	GH	Co-opted	Andy Thornhill	AT	Co-opted

The meeting was quorate.

1.	Apologies for Absence
	Greg Hawkins – work Andy Thornhill – work Absences approved
2.	Declaration of Interests invited and declared
	No interests declared.
3.	FGB Meeting Minutes 29.11.23
	Minutes were agreed by FGB and signed by co-chair.
3.1	Matters Arising from 29.11.23
	ECT policy changed – Tom to sign SCR nearly up to date at LIS – DB to continue to work on with Admin. Head teacher reports not being reviewed at this meeting but to be circulated by MW.
4.	Governor Recruitment
	Update on Governor Recruitment Information sent out to 4 new governors. 2 have been in touch with Annette regarding DBS process. <ul style="list-style-type: none"> • Omar Jamil • Greg Bagwell • Sophie Blinstrub • Kim Logan Kim invited to be the LA governor – not yet heard back One needs to become a parent governor with the other two being co-opted. With these additions, we would then be 'full' To be voted in following their first attendance at an FGB.
5.	Finance and Resources
	Governors were given the following updated documents: <ul style="list-style-type: none"> • HCSS Budget Dashboard – 23/24 • HCSS Income & Expenditure report – 23/24 • FRS Federation School Budget Share • FRS Federation Capital

	<p>Questions regarding finances.</p> <p>Tom Butcher</p> <p>Just a quick question on the capital expenditure - I think that this is showing us that our capital revenue this year is £64k against a capital spend of £7k - with forecast spend before the end of the FY of £54k. Is this correct? If so, what will the remaining capital spend be on? Or have I just read it wrong?</p> <p>MW Reply</p> <p>Thanks for the question. You haven't read it wrong. We currently have a healthy capital budget that has some planned expenditure.</p> <p>The focus in the Junior school will mostly be on IT equipment including Ipads and chromebooks for use in classrooms. The focus on the Infants is mostly buildings improvement. We are happy with the work that we have done in reception and Year 1 but no need a push on the environment in year 2 along with the year 1 / 2 playground. We also have quite a lot of maintenance work at the infants. We may still have a carry forward at the end of the year depending on how much work we accomplish.</p> <p>SBM Reply</p> <p>Just to echo Mark's reply. To add that we carried forward Capital income from last year as well as receiving energy efficiency grants (£15K) this year for both schools. This money has to be spent on improving energy performance in the schools, Where a school is a new build such as LJS the money can include upgrading fridges / washing machines etc. to more energy efficient ones when we need to replace them. There is no expectation from County that this must be spent by the end of this financial year.</p> <p>Any unspent money in Capital will be carried forward to next year.</p> <p>We received 25K grant money for the development of the forest school area at the Infant school and this has been our focus for premises team work.</p> <p>James Lee</p> <p>Budget looks good (even if it is because of lack of recruitment) - does the budget include Mark leaving in future years?</p> <p>MW is only in budget until 31st August 2024. No other replacement is showing in this current budget.</p>
6.	Governor Visits / Reports
	SEN visit taking place on 6 th February.
7.	Governor Training
	<p>Standing item</p> <p>Governor safeguarding and document signing for those who have not yet completed PREVENT training needs to be updated. Can be done via DfE or national college.</p>
8.	Policies:
8.1	ECT
	APPROVED
8.2	Nursery Admissions
	APPROVED
9.	Date of next meeting:
	<p>Meeting Closed at: 6:00pm</p> <p>Wednesday 20th March 2024 5.30pm @ Ladysmith Junior School</p> <p>Special meeting may be needed at the end of February.</p>

	PART 2
	<p>Comments from Adam (Staff Governor) before he left meeting: Comments and questions from staff have centred around two main themes. How will staff be consulted What are the potential structures? Concerns raised by Adam regarding maintaining / supporting staff well-being.</p> <p>Part 2 minutes taken by Annie Fletcher.</p>