

CEREDIGION COUNTY COUNCIL

SCHOOLS SERVICE

GOVERNING BODY OF TALYBONT COMMUNITY PRIMARY SCHOOL

4.00 – 5.30 PM, 23 MARCH 2022

Present Via Teams:	Bethan Davies (Chair), Cathryn Lloyd-Williams, Helen Ovens, Trish Huws, Llio Rhys, Rhian Nelmes, Cllr Rhian Evans (until 5pm), Hefin Jones (Headteacher).
	Pauline Lucas (Governor Support Officer)

Record of Governing Body Discussion:		Action by*:
1	APOLOGIES:	
	Apologies for absence were submitted by Cllr Ellen ap Gwynn and Siwan Evans. It was RESOLVED to accept the apologies.	
2	DISCLOSURE OF INTEREST / CONFIDENTIALITY: The Chairman reminded the Members:	
	a) of the need to declare their interest in any item on the agenda or under discussion at the Governing Body meeting which would require them to withdraw from the meeting;	
	b) that any declaration of interest would be minuted;	
	c) that items discussed at meetings were confidential and were not for discussion in the public domain.	
	It was RESOLVED to note the above.	
3i	MINUTES:	
	The minutes of the meeting held on 2 December 2021, were confirmed and would be signed at a later date due to Covid-19 restrictions.	
3ii	MATTERS ARISING FROM THE MINUTES:	
	a) Minute 2v Traffic outside the School: It was noted that correspondence had been received from Ministers. A School crossing patrol could be considered and this was the responsibility of the Local Authority. The 20mph lights were monitored closely as they did not always work. There needed to be an audit of the road at busy times. The Governors supported the PTA. It was RESOLVED: That the Governors would respond, requesting clarification to some points	Chair/Head

Record of Governing Body Discussion:		Action by*:
	<p>raised in the letter;</p> <p>To request a copy of the report from MWTRA;</p> <p>That a crossing was needed in the village and not just a Crossing Patrol at School times;</p> <p>To request the Community Councils to partake in discussions, representing the village.</p>	
4	COMMITTEE MINUTES:	
	<p>It was RESOLVED to note the following:</p> <p>Finance: A copy of the Financial Monitoring had previously been uploaded to Teams and would be discussed as part of the Headteachers report.</p> <p>Health & Safety, Buildings and Premises; It was RESOLVED to note that the Health and Safety Audit had been completed;</p> <p>Staffing and Personnel: It was noted that the Performance Management Cycle had been completed.</p>	
5	SERVICE LEVEL AGREEMENT FOR GOVERNOR SUPPORT:	
	Copies of the Service Level Agreement for the Clerking of Governing Bodies had previously been distributed to the Members. Following a discussion it was RESOLVED :	
	To purchase the Service Level Agreement for the Clerking of Governing Bodies for the 2022/2023 financial year at a cost of £943.48	
	<p>That the following dates had been set for the Governing Body meetings in 2022/2023:</p> <p>Summer Term: 09/06/2022</p> <p>Autumn Term: 10/11/2022</p> <p>Spring term: 22/03/2023</p> <p>The Clerk was thanked for her support.</p>	
6	HEADTEACHER'S REPORT:	
	A copy of the Headteacher's report had previously been made available to the Members. A discussion took place on the following:	
	<p>a) It was noted that Cllr Ellen ap Gwynn would not be standing for re-election in the May Elections therefore her term as Governor would come to an end. The Headteacher thanked her for her support and hard work over many years.</p>	
	<p>b) The Headteacher reported that the last 3 weeks of School had been challenging and unsettling. Pupils had coped well and were happy. There was concern over some Pupils presence in School and meetings had been arranged.</p>	

Record of Governing Body Discussion:		Action by*:
	<p>ALN Pupils had been audited to see if they fit the new criteria and to move to the new ALN Code. LA Staff were thanked for providing a flow chart to assist with the difficult process and to make decisions. A small percentage of Pupils would receive an IDP in September. Pupils receive targeted and diverse intervention of a high standard, from dedicated Staff.</p> <p>Parents will receive letters informing them of any ALN decisions.</p> <p>All Pupils would receive Free School Meals as from September 2022.</p> <p>Rhian Nelmes has monitored pupils workbooks and was pleased with what she saw. Pupils are enjoying their work and their response has been fantastic. They want to learn and it is a pleasure to be in the lessons with them.</p>	
c)	<p>The Headteacher reported that he is very proud of his staff and the way they have coped and their response to different, demanding situations. It has been difficult to plan with staff and pupil absences. Staff continue to be enthusiastic and they are appreciated.</p> <p>Buddug was congratulated on achieving the Middle Management qualification, she is also the School's ALNCo.</p> <p>A letter had been received from Shauna Hutton resigning from her post, she was thanked for all her hard work and wished all the best for the future.</p> <p>Class changes would be implemented for the Summer term and reviewed in September. 4 new Pupils would be attending the Foundation phase after Easter.</p>	
d)	<p>There was currently a lot of emphasis on wellbeing. Llio was the healthy School's Co-ordinator and had attended a meeting where Staff Wellbeing was raised. She has been asking Staff how they feel, Staff have decided to meet to share cake and coffee and have a chat which has made a big difference, some staff also meet for a lunchtime walk. Policies and documents have been reviewed and are readily available to staff.</p>	
e)	<p>The LA would fund works to the fence surrounding the car park.</p> <p>Painting on the yard needs re-doing and the children would have an input in to the design.</p> <p>The School Council were enthusiastic and were successful in their planning of activities.</p> <p>New flooring would be laid during the Summer holidays.</p> <p>The Financial Monitoring had previously been made available to the Members, it was noted that there would be a predicted surplus at the end of the current financial year. Various grants had been received.</p> <p>The Staffing levels would remain the same. The finance would be monitored as pupil numbers were predicted to decrease.</p>	
7	TRUST FUNDS:	
	It was RESOLVED to agree that money be withdrawn to buy book tokens for	

Record of Governing Body Discussion:		Action by*:
	the Pupils who would be leaving year 6 at the end of the academic year.	
8	GOVERNORS TRAINING:	
	It was noted that on-line training continue and that the Chair had attended the termly Governors Forum.	
9i	POLICIES - STATUTORY DOCUMENTS:	
	<p>It was RESOLVED to note that the following Statutory Documents were available at the School:</p> <ul style="list-style-type: none"> Parent/Governor Annual Report Register of Business Interests – RP1/2 (Form on Teams) School Development Plan School Handbook/Prospectus School Self-Evaluation Report <p>To review if changes have occurred:</p> <ul style="list-style-type: none"> Accessibility Plan (every 3 years) Action Plan following School Inspection Assessment Arrangements (statutory for the end of Foundation Phase and KS2/3) Freedom of Information Publication Scheme Governor Allowances: It was RESOLVED to note that no payments would be made to Members on request Instrument of Government Minutes and Papers of Governing Body Meetings and Committees Register of Pupils Transition Plans. 	
9ii	DIGNITY AT WORK POLICY FOR SCHOOLS:	
	A copy of the Policy had previously been made available to the Members. Following a discussion it was RESOLVED to adopt the Policy.	
9iii	MANAGING SICKNESS ABSENCE AT WORK POLICY:	
	A copy of the Policy had previously been made available to the Members. Following a discussion it was RESOLVED to adopt the Policy.	
10	CORRESPONDENCE / PERSONAL MATTERS:	
	<p>a) Rhian Nelmes was welcomed to her first full Governing Body meeting as LA Governor</p>	

Record of Governing Body Discussion:		Action by*:
	b) The Chair thanked the Headteacher and all the School Staff for all their hard work in what continues to be a challenging environment.	
11	DATE OF NEXT MEETING:	
	It was RESOLVED to note that the next Full Governing Body meeting would be held on 09/06/2022.	

PL
30:03:2022