

# CEREDIGION COUNTY COUNCIL

## SCHOOLS SERVICE

### GOVERNING BODY OF TALYBONT COMMUNITY PRIMARY SCHOOL

4.00 – 5.40 PM, 22 MARCH 2023

<b>Present (Hybrid)</b>	Bethan Davies (Chair), Llio Rhys, Cllr Catrin M S Davies, Rhian Nelmes, Trish Huws, Helen Ovens, Siwan Evans, Cathryn Lloyd-Williams, Hefin Jones (Headteacher).
	Pauline Lucas (Governor Support Officer)

Record of Governing Body Discussion:		Action by*:
<b>1</b>	<b>WELCOME:</b>	
	<p>The Chair:</p> <p>Welcomed Members to the meeting. Sioned Morris was also welcomed back to School and staff thanked for all their work during her absence.</p> <p>Congratulated the Pupils on their success at the area Urdd Eisteddfod.</p> <p>Thanked the Staff and members of the community for helping with the Pupils.</p>	
<b>2</b>	<b>DISCLOSURE OF INTEREST / CONFIDENTIALITY:</b>	
	<p>The Chairman reminded the Members:</p>	
	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 <b>RESOLVED</b> to note the above.	
<b>3i</b>	<b>MINUTES:</b>	
	The minutes of the meeting held on 10.11.2022, were confirmed and would be signed by the Chairman and a copy returned to the Governors department.	
<b>3ii</b>	<b>GOVERNING BODY MEMBERSHIP:</b>	
	It was noted that there continued to be a Staff Governor vacancy.	
<b>4</b>	<b>COMMITTEE MINUTES:</b>	
	It was noted that no committees had met since the last meeting.	

Record of Governing Body Discussion:	Action by*:
<b>5</b> <b>SERVICE LEVEL AGREEMENT FOR GOVERNOR SUPPORT:</b>	
Copies of the Service Level Agreement for the Clerking of Governing Bodies had previously been distributed to the Members. Following a discussion it was <b>RESOLVED:</b>	
To purchase the Service Level Agreement for the Clerking of Governing Bodies for the 2023/2024 financial year at a cost of £1,109.66	
That the following dates had been set for the Governing Body meetings in 2023/2024: Summer Term (Hybrid): 25/05/2023 Autumn Term (Hybrid): 09/11/2023 Spring term (Hybrid): 20/03/2024	
<b>6</b> <b>HEADTEACHER'S REPORT:</b>	
A copy of the Headteacher's report had previously been made available to the Members. A discussion took place on the following:	
<p><b>School Development Plan:</b> A copy of the plan had previously been made available to the members. It was noted that the priorities continued to receive attention, being:</p> <p>Re-focus on leadership roles including adapting the work of new Area of Learning and Experience (AoLE) coordinators and the functions of the governing body.</p> <p>Strengthen staff understanding of the principles of progress and assessment and plan opportunities to implement this across the partnership.</p> <p>Continue to implement the ALN transformation program and build on our Wellbeing provision to ensure robust emotional and mental health and resilience among pupils, staff and school leaders.</p> <p>Strengthen Welsh reading skills in order to positively influence oral and writing skills.</p> <p><b>Monitoring:</b> Continues, Rhian Nelmes had visited the School to monitor. Members were invited to visit the School on 20 April to monitor ALN and differentiation would be part of the Visit 2 held by the School's Support Adviser. LA Officers had monitored group reading and the Wellbeing questionnaire would be analysed.</p> <p>Sara Hughes was congratulated on being chosen, nationally to film a video on numeracy.</p> <p>Llio Rhys was congratulated on her work on Wellbeing.</p> <p>Although a great deal of work both had raised the profile of the School.</p> <p><b>Finance:</b></p> <p>It was noted that there had been an increase in energy costs and staffing costs with Unions still in discussions.</p>	

Record of Governing Body Discussion:	Action by*:
<p>A Member questioned whether the LA would be able to help Schools with the cost of energy. The Local members noted that she was unaware of any grants available.</p> <p>There was a discussion on reducing the classes to 3, the members were not supportive of this unless there were no other options available.</p> <p>Staff hours would need to be cut as from September 2023 to make savings.</p> <p>A Member questioned whether Staff could be approached to see if some would like to cut their hours and inform them of the situation. It was noted that the Headteacher would discuss the situation with the LA's HR department for advice.</p> <p>It was <b>RESOLVED</b> that the Headteacher, Catrin M S Davies, Helen Ovens and Cathryn Lloyd Williams would be members of the Staffing Committee.</p> <p>Working hours would need to be cut within the Ancillary Staff, which would affect Level 1 TAs. 18 hours would be cut naturally and an additional 42 hours would need to be cut.</p> <p>A Member questioned how this will affect the Pupils as discussions have been held regarding workload, emotional and educational support. It was noted that hours will have to be cut and changes made.</p> <p>It was <b>RESOLVED</b> that the Headteacher, Bethan Davies, Siwan Evans would be Members of the Staffing Committee.</p> <p><b>Health &amp; Safety, Buildings and Premises:</b> It was <b>RESOLVED</b> to note that the Health and Safety Audit had been completed and returned to the LA. Sensor lights had been installed outside the School and were working well.</p>	
<b>6ii THE SCHOOLS PRIVATE FINANCIAL ACCOUNT:</b>	
It was <b>RESOLVED</b> to note that the School held no such account.	
<b>6iii TRUST FUNDS:</b>	
It was <b>RESOLVED</b> to allow the Headteacher to withdraw £600 from the WL Rees Trust Fund to help with swimming lesson costs in the Summer Term.	
<b>7 GOVERNORS TRAINING:</b>	
It was noted that the Chair had completed Prevent and Asbestos training. The Headteacher would be attending the training on 23.03.2023.	
<b>8i POLICIES - STATUTORY DOCUMENTS:</b>	
<p>It was <b>RESOLVED</b> to note that the following Statutory Documents were available at the School and would be reviewed by the Chair:</p> <ul style="list-style-type: none"> <li>Parent/Governor Annual Report</li> <li>Register of Business Interests – RP1/2 (Form on Teams)</li> <li>School Development Plan</li> <li>School Handbook/Prospectus</li> </ul>	

Record of Governing Body Discussion:		Action by*:
	<p>School Self-Evaluation Report</p> <p><b>To review if changes have occurred:</b></p> <p>Accessibility Plan (every 3 years)</p> <p>Action Plan following School Inspection</p> <p>Assessment Arrangements (statutory for the end of Foundation Phase and KS2/3)</p> <p>Freedom of Information Publication Scheme</p> <p>Governor Allowances</p> <p>Instrument of Government</p> <p>Minutes and Papers of Governing Body Meetings and Committees</p> <p>Register of Pupils</p> <p>Transition Plans</p>	
<b>8ii</b>	<b>TEACHER'S PAY POLICY:</b>	
	A copy of the policy had previously been made available to the Members. It was <b>RESOLVED</b> to adopt the policy.	
<b>8iii</b>	<b>EMERGENCY AND RESILIENCE GUIDANCE:</b>	
	It was <b>RESOLVED</b> to place this matter on the agenda of the next full governing body meeting.	
<b>9</b>	<b>CORRESPONDENCE / PERSONAL MATTERS:</b>	
	<p>Correspondence had been received from Cylch Meithrin Talybont requesting the use of additional outdoor space as there was an emphasis on outside learning. They were happy to discuss renting the land.</p> <p>Following a discussion it was <b>RESOLVED</b> to congratulate them on their success, agree to the request and request a donation towards energy costs used.</p> <p>An email had been received from Lee Waters MS, regarding traffic outside the School. The pedestrian crossing assessment did not meet the criteria for a crossing.</p> <p>The screening assessment was undertaken and concluded that there are engineering difficulties.</p> <p>The speed limit on the A487 Talybont and Taliesin will be 20mph when the default speed limit changes on 17th September 2023.</p> <p>Following a discussion it was <b>RESOLVED</b> to write again pressing on the Government to act on concerns. Correspondence to be sent from Chair, Local Members, Cylch Meithrin, PTA, School, After School Club.</p>	
<b>10</b>	<b>ANY OTHER BUSINESS PRESENTED BEFOREHAND:</b>	

Record of Governing Body Discussion:		Action by*:
	It was noted that Meinir Ebbsworth was resigning as Corporate Lead Officer. She had been supportive to all Schools during a very difficult period and was thanked for all she had done.	
<b>11</b>	<b>DATE OF NEXT MEETING:</b>	
	It was <b>RESOLVED</b> to note that the next Full Governing Body meeting would be held on 25.05.2023.	

PL  
23:03:2023

Chair: ..... 25.05.2023