

BRINE LEAS SCHOOL

An Academy

Local Governing Board Meeting

Wednesday 8th July 2020

Meeting held via Zoom: Video Conferencing

MINUTES – PART 1

Present:	Mrs A Ashley (AA)	Appointed Governor (until partway through item 7)
	Mr D Cole (DCE)	Headteacher Governor
	Cllr P Groves (PG)	Appointed Governor
	Dr K Jones (KJ)	Appointed Governor
	Mr T Maclellan (TMN)	Elected Staff Governor
	Mr T Marsden (TM)	Appointed Governor
	Mrs S Turner (ST)	Elected Parent Governor (Chair)
	Mrs D Varley (DV)	Elected Parent Governor
In Attendance:	Mrs K Bradshaw (KB)	School Business Manager (items 1-3 only)
	Mr A Cliffe (ACE)	MAT CEO
	Mrs E Fletcher (Clerk)	Clerk to the LGB
	Mrs J Furber (JF)	Chair of MAT Directors

Please note – orange/brown text shows governor challenge/questions.

1. Apologies

The Clerk confirmed that she had received apologies in respect of Mr T Court, Mrs M Hennessy Jones and Mr M Webb.

Apologies were considered carefully and governors agreed to accept them for this meeting.

Outcome: Governors accepted apologies from Mr T Court, Mrs M Hennessy Jones and Mr M Webb

2. Declarations of Interest

No declarations were raised by any LGB members pertaining to this meeting's agenda.

3. Finance & Budget Forecast Summary

ST highlighted that, normally, this item would have been discussed through the sub-committee structure, however, due to the current situation it hasn't been possible to hold separate meetings and therefore it is being put forward for discussion at full LGB.

Management Accounts

A copy of the May accounts provided prior to the meeting.

KB shared that her recent focus has been around the Covid income and expenditure. KB highlighted that there has been approximately £100k loss of income, however, the savings broadly balance this out, leaving the budget slightly better off than forecasted. KB informed governors that she was now expecting approximately £30k left at the end of the academic year. KB highlighted that there is still June and July to go, but felt that the situation will stay the same, or similar.

KB informed the LGB that she has received information around what Covid expenditure can be claimed back. The LGB were informed that, for BLS, this will amount only to the FSM (Free School Meal) vouchers issued prior to the government scheme being implemented. KB highlighted that this amounts to approximately £5k. KB shared that there is a small possibility they are eligible to claim for supply costs, but she was not expecting this to be the case. **ST stated her understanding that there was a pot of funding for expenses that schools wouldn't normally expect, i.e. additional cleaning, signage etc., and asked KB whether this was the case or not.** KB shared that the guidance around costs to be claimed back is very specific and the additional funding is largely for schools that have had a case or an outbreak of Covid. KB shared that schools with a large lettings income have been affected significantly but it is clear that they can't claim for loss of income. DCE highlighted that it is disappointing not to get some recompense, but confirmed that all schools have received the same message. DCE also informed the LGB that, from September, schools are expected to use existing resources to meet any re-opening requirements.

KB invited questions on the management accounts, but highlighted that she has tried to address potential questions in the report already and confirmed that there were no issues for specific areas of concern for governor attention.

No additional questions were raised and governors accepted the May Management Accounts report.

Outcome: LGB accepted the May Management Accounts Report

Budget Forecast 2020-21

A copy of the proposed budget forecast for next academic year was provided prior to the meeting.

The following was raised for LGB attention/discussion:-

- KB highlighted that the school is now forecasting and end of year £30k carry forward which is a slightly better position than originally expected.
- KB confirmed that the forecast includes the known changes to date, including staffing changes for September, the income from September, all known or estimated pay awards and changes to national funding formula. KB informed the LGB that it is as up to date as it is possible to get it at the moment, but pointed out that there will be a lot to do to get ready for September, which may increase expenditure from the figures shown.
- KB highlighted that consent is required for costs that haven't been accounted for to be paid out of existing budget headings. DCE stated that in order to pay for September and make the re-opening work, funds may need to be redistributed, i.e. some of the CPD and Capitation budgets may have to go towards the Covid response. DCE shared that the LGB needs to be aware of this and confirm that they are willing to for this to happen. DCE highlighted that as a result, the school headings may change, but the overall balance not affected.

ST shared her view that the LGB sets the overall budget and the Trust approves this, but then it is an operational decision to vire within budgets, as long as there is due cause. DCE agreed but felt that governors should formally agree to this on this occasion given the potential scale of need to do this. ST stated her stance which is that, as long as there are reasonable explanations on the management accounts report, then this should be auditable and therefore accepted by governors. All governors present agreed with this.

- ACE queried whether the full income from September for lettings has been accounted for? KB confirmed that lettings is included but less than would normally be expected. KB informed the LGB that the school has engaged with all regular lettings and community education lecturers with regard to their intentions in September. KB highlighted that some want to come back immediately and some are not planning to return in September, and this particularly applies to some sporting activities. KB informed the governors that the income for catering has also been reduced, as it is doubtful that they will be able to offer the full range of food as they had previously. In addition, KB shared that music tuition income has also been reduced although some lessons are taking place by Zoom. KB stated that a review will be needed in the first term, to decide whether these areas have been reduced enough. ACE shared his view that, should additional Covid-linked costs pile up, then the school/trust should consider approaching the ESFA for funding/loan as education cannot be sacrificed to purchase Covid-related items such as hand gel, for example.
- DCE highlighted a cost that hasn't been included in the forecast is the trade union facilities fee, and asked LGB for a decision on whether they wanted to continue with this. DCE highlighted that this facility has been invaluable during the Covid period and amounts to approximately £4k per year. ST shared that she supported the purchase of this highlighting that from her experience, the support provided recently has been extremely beneficial. The rest of the LGB agreed with this and felt that the school should continue to purchase this.
- ACE questioned whether the forecast includes the potential sale of land? KB confirmed that it does not and highlighted that if it did, the sale of land would nil out the deficit expected in Year 3. ST shared that every school she works with is planning a deficit for Year 3 and other LGB members at the meeting agreed that this was their experience too. KB confirmed that she is working with LA and an architect with a view to resubmit planning. ACE shared that he would like the land included in the forecast that is presented to Directors. ST agreed and confirmed that she felt the land sale should be included in the forecast submitted.
- ST asked about the school's contribution towards the CIF bid project. KB shared that the DFC will be committed next year for the contribution. KB highlighted that this project is the rest of the replacement roofs as well as the mobile replacement, and may include some asbestos removal and fencing also. DCE highlighted that the mobiles will be replaced by a modular build but there may need to be some work around changing the footwork. KB shared that she is hopeful that the contractors used last time will be appointed and if this is the case, they should also get the same project manager. KB shared that both were the best contractors used by the school over the recent years.
- Based on the discussion that have taken place at this meeting, KB recommended that the summary is submitted to the Trust (and the ESFA) with the land sale included and a caveat to say that there may be variances on the line-by-line income and expenditure in order to put into place what is needed between September and Christmas. All governors agreed with this and requested that this is put forward to the Trust for approval and then submission to the ESFA.
- The LGB expressed thanks to KB and asked for their thanks to be passed on to the site team also.

Outcome: LGB agreed that the HT can vire between budget headings, provided that this is suitably recorded on the Management Accounts.

Outcome: LGB agreed to continue to buy into the Trade Union Facilities Scheme.

Action: KB to include the land sale within the forecast before it is submitted to Directors along with a caveat that line-by-line income and expenditure may differ to that shown.

Outcome: LGB agreed for the Forecast to be put forward to Directors for approval (and then submitted to the ESFA) subject to the above change and caveat.

4. Minutes of the Previous Meeting

A copy of the minutes from the LGB meeting held on 19th June 2020 were provided to governors prior to the meeting and it was proposed that these were accepted as a true and accurate record of the meeting.

Outcome: Governors accepted the minutes presented as a true and accurate record of the meeting held on 19th June 2020.

It was highlighted that all matters arising are already covered with this meeting's agenda.

5. Headteacher's Report (inc update on current situation)

A copy of the Headteacher's report was provided to the LGB prior to the meeting. DCE highlighted that the due to the situation, a lot of the report is for information only but the following was highlighted by DCE for particular note, or raised by members of the LGB for discussion:-

- **CIF Bid**
 - DCE reminded the LGB that the CIF bid replaces mobile, replaces roofs and provides an outdoor performing space and changing rooms, plus some other site improvement.
 - DCE shared that a condition of the bid is that the project is completed by end of next academic year and informed the LGB that the majority of the new building(s) is built offsite and brought in in pieces.
 - All agreed that the successful CIF bid is good news for the school.
- **Ofsted**
 - DCE highlighted that this is statutory reporting for LGB to note.
- **Staffing Update**
 - DCE highlighted the staffing update section and informed the LGB that most appointments are as a result of the business case and the formalisation of this or are temporary/maternity appointments.
 - The LGB were informed that all new staff have had contracts etc. ready for a September start and DCE informed governors that most have been in school to give ID etc. for recruitment checks and to meet their new colleagues. DCE highlighted that there is a returning member of staff, Helen Dinsdale, who left her position as Art teacher a few years ago.
 - DCE reminded LGB members that the new leader appointments were in response to the Assistant Headteacher (AHT) vacancy.
 - DCE confirmed that the Progress Managers have now been put into other posts so some temporary TLRs have been put into place as a result of the gaps left.
 - DCE shared that there are still some gaps in TLR positions and pastoral posts, and informed governors that these will be made when needed so that the expenditure can be saved as long as possible.
 - **ST queried whether these updates means that the majority of the business case has now been concluded.** DCE confirmed that was the case and shared that consultations on the business case have stopped as these appointments replaces the need for this.

- KJ confirmed that he has recently been in to meet the new DSL for September.

Outcome: Governors accepted the staffing update

- **Partial Re-opening (Summer Term)**

- DCE confirmed that every child in Year 7, 8, 9 and 12 has been invited into school now. This is in addition to the Year 10 provision. DCE shared that the students who took up this opportunity seem to have enjoyed the experience and some children that were problematic before lock down have been less so when they have been in school recently.
- DCE shared that there are still issues around online learning, in particular around staff confidence and equipment knowledge etc. DCE informed governors that these are ongoing issues but staff are doing well and are getting significantly better. Governors were informed that BLS has just launched CGSE pod, Seneca premium and Pixl6 alongside the platforms it was already using.
- DCE shared that the EHCP provision has been pleasing and well managed, and confirmed that all students have been in despite some anxiety during the closure period.
- DCE informed the LGB that the plan until the end of term will continue. Year 10 are not in next week to enable staff/departments to prepare for September. DCE highlighted that this was always part of the plan.
- **TM queried whether the school has received guidance on exams for 2021.** DCE shared that there is a currently a live consultation regarding changes to the exams. DCE shared that the time savings they are referring to within the consultation do not amount to a true reflection of the time lost. DCE shared that Ofqual want a normal suite of exams carried out in the normal way and therefore he plans to focus on moving forward as well as lost learning on the return in September. **KJ felt that some boards (not English) are considering what elements of their curriculum they will be removing and therefore schools could chose to do WJEC exams for example.** DCE shared that there is an issue around these not counting as part of the results tables so schools may not feel they have this choice. **ACE highlighted that the consultation document is one of the papers for this meeting and asked whether DCE recommends that all governors and staff respond to this.** DCE shared that the more people that complete it the better, in particular those at the delivery side of education rather than the receiving side. DCE highlighted that it is open to everyone for comment so encouraged governors to take part.
- **ACE shared that he recently saw a group of children close to where he lives who looked drawn and unhealthy, and asked about the general health of the children that have been in school.** DCE shared that one safeguarding case has developed during lockdown that the school wasn't aware of but, on the whole, students have been fine and they have been excited about coming back in. DCE shared that seeing children in uniform making their way into school was a nice sight and it has brought a bit more normality. DCE also shared a view that he feels staff's mental health has improved by having children in.

- **Results Days**

- DCE informed governors that, at the time of writing the HT report, the guidance around results days was slightly ambiguous. DCE shared that the new guidance is clearer and this overrides the options included in the report, and results will now have to be provided by My Child at School.
- Letters to parents are being prepared to share the procedures for results day and DCE shared that where as they would normally would have children in school to use telephones etc., for this year, a support network is planned via zoom, telephone and email. In addition, a plan is in place for BL6 enrollment. DCE shared that the embargo on releasing results has been put back slightly to give schools time to prepare.
- DCE informed the LGB that the only real decision for governors now is around the release of centre assessed grades (now called centre calculated grades) alongside the results from the Boards. DCE informed governors that, currently, requests for the grades submitted by the school are eligible under the freedom of information request criteria and therefore his plan is to give them out in the first place. DCE shared that he still needs to be sure that this is the least problematic for the school, but feels that this could be the best solution. DCE highlighted that Northern Ireland have changed their FOI rules in response to this situation, Scotland and wales are discussing it, but England haven't discussed this issue yet.

DCE informed governors that the school cannot cope with many FOI requests at the same time as dealing with enrollment and providing support to students, and therefore it may be best to give them out so that it gives structure to the process. **TMN asked whether, if this is the case, there will be suitable guidance for staff to follow to provide some protection against queries/complaints.** DCE confirmed that there would be, however, it would be a template response as the FOI request would follow a strict process. **ACE shared that his understanding was that an appeal could only be lodged about the process, not the grade, and asked DCE to confirm that this was correct.** DCE confirmed this was the case and shared that the worst case scenario for the school is that grades are increased, but this is unlikely to happen. DCE shared that results going down is not for the school to respond to, as this would have been done by the exam boards. In addition, DCE highlighted that, from the schools perspective, it is the rank order that they have to ensure is accurate and not the grades. **ACE reiterated his understanding that a parent/student couldn't complain about a submitted grade, they could only complain about the process the school followed.** DCE confirmed that complaints can only be about the process as the grade is calculated and involves the wider rank order. **KJ shared his view that whilst families can only appeal on the process some people will still try to do this based on the grade. ACE asked DCE for confirmation that staff will be give reassurance that they will be protected during the results and any subsequent FOI/complaints process.** DCE confirmed that he there will be guidance and reassurance to staff and a session to see DCE to talk about all the issues around results day is being offered. **KJ highlighted that all GDPR/FOI requests would be dealt with the by the designated officer anyway, and therefore responses should be a statement of fact only.**

Outcome: Governors agreed to include the centre assessed grades with results if this was still felt appropriate at the time of the results days.

6. Plan for Next Academic Year

A copy of the draft plan for re-opening in September, along with guidance for schools documents, was provided prior to the meeting and the following was raised for LGB discussion/attention:-

- DCE highlighted that a lot has changed since previous guidance so the school has been planning around this, however, the guidance doesn't give support as to how the guidance will work in practice.
- DCE shared that his intention was to stop planning for September, and instead step back and take in guidance from unions/other bodies. However, now the government guidance has been released, the school is preparing two versions of the plan; i) a version which fits the guidance exactly as it is now and ii) a version with more flexibility around movement throughout school with but with some elements of the day/areas still being controlled.
- DCE highlighted that breaks and lunch times are hugely problematic and staggered arrival and leaving is difficult. DCE cannot see a way of bringing in all staff and children without it having a negative impact on how the school operates.
- DCE shared that the report uploaded onto Governorhub is still relevant and all the questions for governors still need addressing.
- DCE drew governors' attention to the proposed timetable of how September will work which includes a phased return for students plus extra inset days. DCE informed the LGB that they need to consider these now as there isn't time to consult fully with staff and respond to the guidance due on the 11th, do risk assessments then bring staff in, get children ready and assess their current position. DCE recommends that LGB approve the proposed timetable so that he can do the plans around this. DCE confirmed that the proposal follows the plan of many other schools but is not necessary exactly as per the guidance by the letter but it does follow it overall.

- DCE highlighted that there are some elements are out of the school's control such as transport which may have an impact further down the line.
- DCE shared that he cannot respond to the tutoring programme until guidance is released but shared that there is a timetable that currently works, an amended one that can work and then a plan c.
- DCE informed governors that there will be costs associated with re-opening and the amount will vary depending on the guidance. If, for example, all children were to wash their hands on entry then hand sanitizer is the only option and this will cost about £30k initially and 4£k per year to maintain this.
- DCE confirmed that all staff have been contacted about a return in September, to gauge their readiness, and all queries will be responded to. DCE stressed that if 100% of staff are not available then the school cannot operate at full capacity.
- DCE reiterated the areas he needs LGB decisions (based on the report and the comments above):-
 1. Agreement to the relaxation of the curriculum policy is needed until next September, although a broad and balanced curriculum will be provided;
 2. Finance flexibility to enable the school to vire money to cover re-opening costs;
 3. Inset days and phased returns – DCE feels that these are reassuring families that we are ready for their return.

Questions were invited prior to the LGB being asked to confirm their views on the above points.

- AA stated that she felt the re-opening document was a tremendous piece of work with every eventuality considered. DCE felt that the answers to any issues will come in time, and highlighted that it is a dramatic change to plan for.
- TMN asked DCE whether he able to give a guide on how many staff aren't able to come into work at the moment. DCE confirmed that he does have an idea and will share this confidentially due to the low numbers, but highlighted that it is than one member of staff and therefore this will make a difference. DCE highlighted that staff are willing and keen, and he is still having to hold some back from returning if it is not appropriate.
- DV queried whether there has been resistance from parents about returning in September. DCE shared that the feedback he has received is that most want their children back in school, a small minority have said they are worried. DCE shared that the rumours that are circulating nationally around about fining is not helping the situation, but DCE shared that he accepted that it is a mandatory education system and the government may choose to reinstate fining straight away. DCE shared that attendance for Year 7 and 8 has been around 75% but this will not be indicative of what the situation would be in September. Normally the school achieves 96% attendance and DCE confirmed that if there was 90% attendance in September he would be pleased.
- ST asked for clarity around the inset days, in particular, how many does BLS have and whether there were legal restrictions around adding more. DCE confirmed that he has looked this up and there is a requirement to provide 195 days education and training, plus there is a limit on teacher hours, however, insets are down to the school to manage. DCE shared that he would expect to provide work for students on these extra days. DCE informed governors that legally there is no problem and the school is meets its accountability by providing the calendar on the website.
- ST queried the tutoring programme and asked for more information about this and the issues around it. DCE shared that in order to carry out the programme fully a total of 22,000 tutors nationally would be needed and there isn't this number available, so focus on this seems to have dropped off. DCE shared that £37k of funding will be taken for the national catch up funding pots and highlighted that this is money for children that haven't met the national secondary school ready standard.

DCE highlighted that the government might think the funding being removed from the national catch up funding will be returned to schools via a different route, however, because of the way the BLS receives its funding, it will not receive the money back. **ST asked what the school/governors is or should be doing about this.** DCE shared that ASCL are campaigning hard as are local schools. DCE shared that Jackie Forster, Local Authority Director of Children’s Services, is also campaigning about this issue on behalf of Cheshire East schools.

- **ST requested that the updated re-opening plan, as of the last day of term, is shared with governors when it is ready.** DCE confirmed that the final version will be done this Friday and agreed to share this with governors as it is shared with parents. DCE shared that this will enable him to spend most of next week focusing on staff.
- **JT highlighted that, at the start of the lockdown, there were volunteers who signed up to carry out jobs to support the community and queried where there is anything they can do to support in September to take the pressure off teachers.** DCE shared that he has thought about this, and whilst there are difficulties about safeguarding, this is not a blocker and he will consider this and get back to JT if there are areas where support could be put into place.
- DCE highlighted that the biggest need is teaching capacity and therefore the availability of teachers is the biggest issue. DCE shared his view that that when school starts and the pace increases, there will be a lot of natural recovery and highlighted that a school when it is at full capacity it is quite a significant thing and a lot can be done in a short period of time. They need to focus on Year 11, 12 and 13 and, in particular, practical lessons, then see what the staffing situation is. DCE shared that after this, he may need to look at some classroom based tech and PE. DCE highlighted that the curriculum will need to be changed dramatically in PE, where significant risk assessments will be needed. DCE informed governors that there is a lot of reflective thinking happening with a focus on controlling what you can control and accepting that it won’t be anything like the ‘pod’ situation that they currently have with Year 10 now but knowing that it will be controlled. **KJ asked DCE if he thought there could be a lack of supply staff and whether they had considered block booking supply teachers so that the school has contingency for normal absences.** DCE shared that also felt that there could be a shortage of supply staff and has therefore got two people already booked. DCE shared that if the curriculum needs to be amended due to staff absence, resulting in class based practical lessons, then this does enable staff to be used differently which will give some relief to the staffing problem. In addition, DCE shared that a partial closure will be the fallback position in the event that something drastic happens to staffing levels so he would like to avoid this wherever possible.

Outcome: Governors accepted that there will be a relaxation on the school’s curriculum policy for 2020-21 on the basis that students will still be given an appropriate broad and balanced curriculum.

Outcome: Governors all agreed with the phased start to the term in September as per the re-opening document uploaded onto Governorhub.

Outcome: Governors all agreed to the additional inset days of Wednesday 2nd September 2020, Thursday 1st October 2020 and Friday 2nd October 2020

7. External Exams 2020-21

A copy of the consultation for next year’s exams was provided to governors prior to the meeting.

DCE highlighted that there is normally an opportunity for re-sits in the Autumn term for English and Maths, however, this year, every centre must have capacity to do a full suite of exams should there be a need.

DCE informed the LGB that the cost of entry fees is still an issue but it is clear that schools cannot refuse to hold the examinations. In addition, there will be an option for further re-sits in English and maths in February 2021.

DCE shared that his own view would be to avoid doing a re-sit unless it is linked to getting into a destination given the amount of time it has been since formal teaching ended for these year groups, plus the fact that the school will not be able to prepare them for the exams.

Governors were informed that schools will not know which exams they are required to put on until October after the deadline for students to register their intention to re-sit. DCE shared that he has approached the LA for support with venues as the impact on schools could be huge both in terms of space and the cost to run the exams. DCE confirmed that the practical guidance is not available yet. At its worst re-sits could mean the sports hall being out of action for six weeks.

DCE shared that, as far as he is aware, most schools are going to approach the issue when they know what exams are required. In addition, some schools are relaxing their sixth form entry requirements in order to reduce the need for re-sits. DCE highlighted that since BL6 has received 227 applications, it is not possible to do this.

It was agreed that the LGB should keep an eye on progress with regard to re-sits, as no decision could be made until the picture is clearer.

KJ shared his view that that the re-sit guidance was poorly thought out because, in the worst case scenario, given the potential of a second spike in Covid rate, it could mean some schools will have to shut and the students due to sit their exam at that venue can no longer do this.

ACE asked whether the school/LGB had any thoughts about putting a view out publicly, to discourage students doing the exam, and if they thought it appropriate. ST felt that is difficult as it shouldn't be for the school to discourage students from doing this. DCE felt that the chance of students improving their situation by sitting the exams was extremely unlikely and therefore felt that ACE's recommendation to consider this as an option was valid. ST shared that normally the school would have provided support to students considering re-sits and teachers give guidance etc. to help students decide whether to go ahead. ST asked whether something like this was still possible. DCE shared that support will always be given to students that are considering re-sits, but felt that the LGB should consider whether it has a view on what the school's general stance should be. DV felt that a view of the school should not be given, and shared her opinion that most children will not wish to do re-sits given that they have been out of education since March and will be focusing on getting ready to move to the exams for their next stage in the education system. JT agreed with this view. TM shared that he cannot see how this re-sit process will work and therefore agreed that the school should not share a view as it was unlikely that students would want to do this. KJ agreed that a statement shouldn't be made but felt that the school could provide guidance on an individual basis. After considering the points raised, all governors agreed that they should not do a statement. ACE shared he didn't have a view, but just felt that it should be considered.

Outcome: Governors to be kept informed on the uptake of re-sits and will consider any areas for decision when needed.

Outcome: Governors will not give any statement about re-sits generally but that the school could provide advice about re-sits on an individual basis.

8. Whole School Development Plan 2020-21

DCE shared that normally he would be presenting the proposed objectives for the development plan at the July meeting, however, this year he requests that governors consider his recommendation that this current year's development plan should continue and form the base for next academic year.

DCE highlighted that the items on last year's plan are still relevant and, although some are a little less important now, all should remain on the plan and the school should continue to progress these plus any additional areas specifically for next year.

The LGB agreed to carry on with objectives from this year's plan and review.

Outcome: Governors agreed to continue with this academic year's whole school development plan

9. Policy Approval

Governors were provided with a copy of a proposed appendix to policies such as Grievance and Disciplinary, where staff have a route of appealing decisions made. DCE highlighted that the intention of this appendix, a model letter, is to provide staff with the route of appealing decisions without them having to actively find out the route for themselves.

Outcome: LGB agreed to put the draft appendix to relevant policies forward to the OG and Directors for formal approval.

10. MAT Update

A copy of the CEO's report to the LGB was provided prior to the meeting. ACE shared that the brevity of the report was in line with the government's guidance regarding governance during the current period. The following was highlighted for particular note/discussion:-

- ACE highlighted standards and the government's move towards schools having to continue to monitor the progress of children even in the in the event of another lockdown. ACE informed the LGB that he feels that preparations for this are in place.
- ACE shared that the CIF bid outcome is excellent news.
- The Trust is aware that the BLS finances are very tight and that cuts expenditure have already been made wherever possible. ACE highlighted that even a slight increase in the NFF would make a difference to the school.
- ACE informed the LGB that a lot of work has been carried out preparing the Trust's draft Scheme of Delegation and this is going through the process of review with OG and the Trust before approval.
- With regard to MAT expansion, ACE confirmed that two applications are on hold due the current situation and one is proceeding with their application. The LGB were informed that further meetings have also been arranged over the next week.
- ACE shared that Trustees are staggered by the amount of work that the school and LGB have done during the Covid period and would like to express their thanks.

- ACE confirmed that the OG meetings are proving useful and that a number of meetings have taken place since the schools closed.

11. Governance

Governors were informed that there have been no changes to LGB memberships since the previous meeting and there is still one current vacancy for an appointed governor.

ST confirmed that a new skills audit would be undertaken in the Autumn term to aid the recruitment process.

Outcome: A skills audit will be undertaken in the Autumn Term.

12. Future Meetings

- DCE shared that it would be useful to have an extraordinary LGB meeting penciled in for August, in case decisions are required relating to the September re-opening. Governors agreed that, should a meeting be required, it would be held on 17th August 2020 at 3pm via Zoom.
 - A copy of the proposed dates for next year were provided prior to the meeting and the LGB were asked to approve these or make any recommendations for change. The LGB agreed to approve the proposed dates and also agreed that meetings would be held virtually for the first term and then this would be reviewed.
- Outcome:** An LGB meeting will be held on 17th August 2020 at 3.00 pm. The Clerk will inform LGB members if this is not required nearer the time.
- Outcome:** The LGB agreed to accept the proposed meeting dates for next academic year.
- Outcome:** The LGB agreed that meetings up to and including the Autumn term will be held virtually.

End of Meeting (Part 1)