

Beaminster School
Minutes of the Full Governing Body meeting held on
Wednesday 13th July 2022, 9.15am

Governors (13):	R Amswych (RA), N Chalkley (NC), P Fleming (PF), K Hales (KH) Headteacher , H Harding (HH), B Millwood (BM) Chair , G Montague (GM), S A Palmer (SAP) Vice-Chair , K Patten (KP), D Solly (DS),
In Attendance:	R Barnes (RB) Associate member , T Harley (TH) Clerk , D Withers (DW) Associate member

Item	Detail	Actions
47.1.	Welcome & Apologies: Apologies: D Baldwin (DB), C Shead-Jones (CSJ), E Smith (ES), all accepted. Absent: S Williams (SW). The meeting was quorate.	
47.2.	Declaration of Beneficial Interest: None declared.	
47.3.	Minutes of the meeting held on 16th May 2022 (previously circulated): <ul style="list-style-type: none"> The governors APPROVED the CONFIDENTIAL Part 2 minutes as a true and accurate record, signed by BM. 	
47.4.	Matters arising and action list update from the minutes: The governors reviewed the minutes and actions NOTING: <ul style="list-style-type: none"> 46.4: SAP had not received and further marketing ideas from governors for the FTT but encouraged governors to attend the next WG meeting in September. Suggested dates would be circulated and agreed. All other actions were either completed, in hand or on the agenda and there were no other matters arising. 	Set FTT WG date
47.5.	Academy Conversion – Aspirations MAT (SDBE report, letter to HT and Chair and draft letter to RSC, previously circulated) KH updated governors on the discussions and outcomes following the meetings with Joy Tubs, (SDBE Director of Education) NOTING: <ul style="list-style-type: none"> KH and BM had met with Joy Tubbs on 1st July and talked through the report on the status of the religious designation and the terms of the charitable trust. They had all accepted that Beaminster was a Voluntary Controlled school but that there were question marks around its status as a church school. The diocese had archived documents on the history of the school and previously the instrument of Government allowed for 2 ‘free’ church foundation Governors and 1 SDBE appointed Foundation Governor. On 11th July Joy Tubbs wrote to KH and BM confirming that SDBE consent was not required, on this occasion, for Beaminster School to seek to join Aspirations Academy Trust, but they had not ruled out that Beaminster was a ‘Church School’ for the purposes of the DBE Measure 2021, and it remained open for the school and the Diocese to seek clarity on this issue should they wish. Joy Tubbs confirmed she would write to the RSC stating the SDBE waived any requirement for its consent in respect of issuing an Academy Order for Beaminster to join Aspirations Academy Trust. (draft letter attached) GQ: Does the offer of 25% representation on the Aspirations Board of Trustees still stand? KH confirmed the diocese had withdrawn their interest and did not expect any Christian representation. It was no longer applicable as it was established the school did not have a formal link with the Diocese. KH had discussed the implications of this with the SLT and all were happy to continue with the current link they had with the Diocese 	

	<p>going forwards and after conversion.</p> <ul style="list-style-type: none"> • GQ: Do we need to make clear our wish to maintain our relationship with the Diocese to Aspirations? KH assured Aspirations were fully supportive of the school's relationship with the Diocese and the SIAMS inspection framework. SIAMS was an external review which looked at worship and the provision of the school's Christian vision and an inspection would put pressure on Aspirations to support us in this. • A governor felt the Diocese had reached the right decision now and gone further than expected and it was the GB's responsibility to ensure that the traditions of the school were preserved. The relationship between the Charity Foundation and the school now needed to be explored with Aspirations, as it was a complex legal area. • The Trust needed to be protected, and as representatives of the Trust, the Governors unanimously passed a motion to seek independent legal advice to ensure the trust remained a separate entity, with a relationship with the MAT, whilst protecting the land and monies. KH stated land was usually leased to MAT's for 125 years and the Diocese solicitor had advised the route forward now was to gain permission from the Secretary of State. • GQ: What was the timeline for conversion now? KH asked governors to formally approve for the draft letter from the Diocese to the RSC to be sent, enabling the application to be considered at the HT Board meeting in September, with conversion expected to be complete by January 2023. • With a show of hands governors unanimously approved for the letter from the SDBE to the RSC stating they waived their requirement for consent. • The school's relationship with the Diocese was unique, there were only 10 other schools in the country with Christian designation status and no others in the Salisbury Diocese. Some governors expressed an interest in perusing the history of the school and KH agreed to forward the documents to RA in the first instance, as Chair of the FTT, to enable RA to familiarise himself with the information before speaking with legal representatives. • GQ: would there be any changes to the RS curriculum under Aspirations? KH answered no, RS remained compulsory with parents having the right to withdraw. Aspiration's stance was if it works at your school, then continue with your procedures. RS had expanded in KS3 and KS4 in recent years and the school was considering calling the subject Ethics and Beliefs, which was more reflective of what was being taught. • A governor asked that thanks be recorded for the hard work of KH, BM, SAP and DB during these difficult negotiations. • GQ: Next steps? KH had written to parents stating the school would join Aspirations in September as an Associate Member, which gave access to their School Improvement, monitoring and CPD programmes. The pro-rata fee of approximately £15,000 would be covered by allocated budgets. The new marketing of the school and uniform changes would slowly change over the year. A governor felt that the boards position on uniform changes needed to be considered and KH assured it was only the emblomed clothing that would change, and support was in place for families in need. • GQ: Had parents given any feedback on the changes? An SLT member felt there was a high level of trust amongst the school and parents and that they knew the decisions made by the school were in the best interests of their children. GQ: Was this perhaps parent apathy rather 	<p>Seek legal advice for protection of Trust land and monies</p> <p>Confirm acceptance of letter from SDBE to RSC</p> <p>Forward FTT historical documents to RA</p>
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	<p>than happiness? Parent engagement was a real problem, both here and nationally, with no single reason and no conclusive model to foster change. The school had engaged in parental workshops, ClassCharts and other initiatives to encourage parent participation and yes, the SLT agreed, it was a combination of trust and apathy but if a parent was upset, they are quick to let the school know.</p> <ul style="list-style-type: none"> • KH was looking forward to the Student Leadership programme Aspirations would bring to Beaminster, which should also help with parental engagement. • KH suggested inviting David Herbert to the next FGB meeting to discuss the transition and associate member programme; unanimously agreed. • Next steps for the GB were to plan a clear strategy and direction for the transition from School Governor to FTT Trustee and to continue to provide governance and to support the school and staff until conversion. • A governor suggested arranging an event, to include past governors, to celebrate the past and the future before conversion took place. 	<p>Invite D Herbert to 14/9/22 FGB meeting</p>
47.6.	<p>Headteachers Report (School Improvement paper, attached): KH tabled a paper he was working on, to be used in staff meetings, to help school improvement and to reflect clearly, across four areas, what the SIP was aiming to achieve NOTING:</p> <ul style="list-style-type: none"> • Challenge – through setting demanding work and purposeful homework, assessment, effective tracking of progress and managed intervention and having an ambitious 7-year curriculum. • T&L – supporting staff to deliver high quality teaching through Responsive teaching, the 5-a-day approach and an individually focussed CPD and appraisal programme. • Literacy – by increasing student reading in lessons and use of tier 2 words. • Student support – broaden careers programme, improve mental health and wellbeing, better support disadvantaged students, improve attendance and ensure every classroom is a purposeful learning environment. The new Student Support area had been established and all staff had attended Emotion Coaching training. • GQ’s: Concerns were raised that education was suffering from schools being expected to be everything for students and that the system was out of date and stuck in the Victorian era? KH agreed it was a real worry and accountability needed to change, but schools and students were still judged by exam results. • GQ: Progress – ‘What has the student learnt in this lesson and how do we know’ should be included in the paper. KH explained that Ofsted did not look at progress so finely now, but they did look at the curriculum and challenge how we know students are making progress and made a note of the suggestion to possibly include it in the paper, to be shared and discussed with Heads of Department. • GQ: Was the SIP published on the school website? No, but once the summary paper was ready, publication of this may be useful as an impactful and understandable summary for everyone. 	
47.7.	<p>Safeguarding: DW updated governors on current issues Noting:</p> <ul style="list-style-type: none"> • There were currently 3 students on the CP register. • The SG team were busy making final plans for support over the summer holidays. • The 1st Aid team were currently under pressure due to staff sick leave absence. 	

	<ul style="list-style-type: none"> The new 2022 KCSiE draft had been released and DW would share the report and headlines with governors at the September FGB meeting. 	KCSiE – 14/9/22 FGB
47.8.	<p>SEND: KH updated governors on current issues Noting:</p> <ul style="list-style-type: none"> There were 9 new Y7 students joining in September with EHCP's. Staff contracts were being prepared for September 2022, although funding had not yet been confirmed by DC, which was frustrating. The SRP (Base) had one remaining year group for next year with one f/t teacher. 	
47.9.	<p>Standards Committee: Draft minutes of the meeting held 15th June 2022 (previously circulated): BM introduced the draft minutes, although she had been unable to attend the meeting and NOTED key business:</p> <ul style="list-style-type: none"> Governors had agreed to run two FGB meetings per half term from September, incorporating key committee business, instead of through committee meetings, during the run up to conversion. Several staff were leaving including 1 p/t History Teacher, 2 SRP staff members, 1 English Teacher, the Supervisory TA and the Reception based Admin Office. The last two posts were currently being advertised. GQ: Have you considered succession planning, especially for the reception role, who is the first point of contact for many parents and students? KH explained he was very sorry to see the staff member leave but the whole admin team around the reception was excellent and they would look for a strong candidate to take on the role. KH invited all governors to attend the staff farewell at 3.45pm on 14th July. 	Governors attend farewell
47.10.	<p>Resources Committee: Draft minutes of the meeting held 6th June 2022 (previously circulated): RA introduced the draft minutes and NOTED key business:</p> <ul style="list-style-type: none"> The committee had also agreed to not continue with committee meetings from September to allow the FGB to concentrate on the transition to Academy status. 	
47.11.	<p>Frances Tucker Trust Committee: Draft minutes of the meeting held 23rd May 2022 (previously circulated, along with a Chairs Report): RA introduced the draft minutes and Chair's report NOTING key business:</p> <ul style="list-style-type: none"> £20, 832.30 held in the Virgin Money account had been transferred to the CAF Bank account and Virgin account was now closed. RA would now look into change the current account to a free banking, easy access service, such as the Co-op Banks Charity account. CAF bank charged £8 per month, with no branches and had a difficult to use on-line platform. NC, SAP, RA and KH were suggested as signatories; unanimously approved. The £30,000 for agreed school projects, as approved, could now be paid. Awards had been made for two students to access Activities Week projects. Next steps agreed: <ul style="list-style-type: none"> RA review SDBE documents on the history of Trust KH speak with D Herbert, Aspirations on the role of the Trust following conversion. BM to research for suitable independent legal advice specialists. RA and BM to decide on actions to take for FGB approval on 14th September. <p>FTT Financial Statement and accounts for Yr end March 2022 (draft report,</p>	Complete actions

	<p>previously circulated):</p> <ul style="list-style-type: none"> • TH explained these were not yet ready for approval as she had not had sight of the CAF Bank or Virgin Money bank statements, to confirm current positions, although the draft report circulated was indicative of the monies held. To be brought to the next meeting for approval and submission to the Charity Commission. 	Finalise accounts and present for approval
47.12.	<p>GB Self Review (meeting attendance data, previously circulated): SAP gave a verbal report NOTING:</p> <ul style="list-style-type: none"> • Due to the transition to Academy Status, it had been decided not to run a formal self-review this year. • TH explained that the attendance data had been circulated for information only and would be published on the school website, as required by law. 	Publish data
47.13.	<p>Chair's report: BM gave a verbal report NOTING:</p> <ul style="list-style-type: none"> • Governors were asked to keep going and although the remit and focus had changed staff still needed support and the SLT to be held to account. • All staff and governors were thanked for all their work over the year and governors were asked to consider continuing as Trustees of the FTT after conversion. 	
47.14.	<p>Election of Chair for 2022 23 academic year (Ballot papers, previously circulated): TH explained the process NOTING:</p> <ul style="list-style-type: none"> • There was one candidate for Chair; Bridget Millwood and one candidate for Vice-Chair; Sally Ann Palmer. • A secret ballot was held to ensure majority support and governors were given an opportunity to ask questions. • BM and SAP left the room whilst the vote took place, TH counted the votes and confirmed the result. • BM and SAP returned to the meeting and TH confirmed the results with both had received unanimous support. • The terms of office would end on 12th July 2023 or on conversion to academy status, whichever was sooner. 	Confirm election results
47.15.	<p>Clerk's Report (previously circulated): The governors received the Clerks report for information NOTING:</p> <ul style="list-style-type: none"> • Draft year Planner Sept 2022 – July 2023; approved with no further comment. TH highlighted that start time of the meetings had been mixed up to reflect previous FGB and committee meetings usual practice. • SW absence was noted and DS agreed to speak with SW, to ensure there were no issues. 	
47.16.	<p>Link Scheme (no reports received): TH asked if governors had attended link meetings to write and forward reports for evidence and FGB review.</p>	
47.17.	<p>Any other business: BM asked governors if they had any other business to discuss NOTING:</p> <ul style="list-style-type: none"> • GQ: Was there a new News Bulletin for publication, as the one on the website was now out of date? NC explained that Newshound had been busy with examinations recently, but it was hoped a bulletin would be published before the end of term, with a re-launch in September to encourage more students to participate. • GQ: What were the anticipated numbers in Y7 and Y12 for September? KH confirmed Y7 was full with 128 students accepted and several appeals being processed, with a fair proportion from out of catchment. Y12 was lower than desired at approximately 35, but initiatives including more induction days and encouraging students to think of Beaminster as a 7- 	

	year school would hopefully raise numbers in the future.	
47.18.	2022/23 Meetings The next FGB meeting dates were NOTED : <ul style="list-style-type: none"> ○ FGB 1 14th September 2022, 6.30pm ○ FGB 2 12th October 2022, 3.45pm ○ FGB 3 16th November 2022, 9.15am ○ FGB 4 14th December 2022, 5.30pm 	
	With no further business the meeting ended at 11.00am	

Chair.....Dated.....

Item	Action	Owner	By when /report
47.4	Set FTT WG meeting date	SAP	Sept 22
47.5	Confirm acceptance of letter from SDBE to RSC Forward FTT historical papers to RA Invite David Herbert to next FGB	KH KH KH	Now Now 14/9/22
47.9	Attend staff farewell	All Govs	14/7/22
47.11	Review SDBE documents on the history of Trust and decide on actions needed to be taken by FGB; for approval Research suitable specialists for legal advice Speak with D Herbert to get Aspirations advice on the Trusts role following conversion. Review bank statements, finalise accounts for FGB approval and submission to CC	RA & BM BM KH TH	14/9/22
47.12	Publish GB attendance data on school website	TH/NC	completed
47.14	Update school information on GB composition	TH	completed
47.15	Contact SW regarding absence and governor role	DS	Asap