



St. Joseph's Catholic Primary School, Malmesbury
Minutes of the Full Governing Body Meeting held on
6th April 2017

Present

P J O'Brien - Chair (PJ)	David Thorpe (DT)	Lizzie Christopher (LC)
Colin Kershaw (CK)	Theresa Adams (TA)	Niamh Marshall (NM)
Elaine Pearce	Rachel Copeland (RC)	Louise Talkowski (LT)

Minutes

1.	Opening Prayer and Welcome a. PJ opened the meeting with a prayer.	
2.	Apologies -.Steve Brady (SB) Nuala Oughton (NO)	
3.	Minutes of last meeting: The minutes of the FGB meeting held on the 9 th February were accepted as a true record.	
4.	Matters Arising and actions to be carried forward It was decided to focus upon the OFSTED results in order to be able to cover everything within the meeting	PJ
5.	Both Register of Pecuniary Interest & Business Interests completed by all.	All
	Governors Matters It was decided to focus upon the OFSTED results in order to be able to cover everything within the meeting	PJ
7	Head Teachers Report -Set targets for individual Teachers. -Pupil premium identified in OFSTED as area to measure individuals -Mr Dawson and Mrs Wood leadership training -Health & Safety, Brian Birkin-Hewitt assisted, no areas for improvement raised -Safeguarding, all good no issues	LC
8	Resources Committee -financially good position -expenditure to staff ratio ideally should be 65/70% across the MAT, currently being worked on	PJ

9	Learning & Standards -OFSTED Congratulations from the Governing body to LC -remains a “good” school -challenge to reach outstanding and a need firstly to identify what needs to be done to reach outstanding. LC- need for constant monitoring of Teachers in class PJ-Governors need CPD training and upskilling to support the HT The school may need to look for external help to identify and implement change Such as a consultancy service. A plan needed for strategic direction over the next 3 years. PJ- EGM needed before end of school year. Action set date PJ . PJ- sub-committee needs creating Action PJ	PJ/LC Actions PJ
10	Mission, Visions & Ethos -Admissions complete -Holy communion dates set -May procession date set -All school trip- perhaps with Samuel Partnership together? LC to suggest	Action LC
11	AOB: CK- risk analysis, Lea and Garsdon school threatened with closure LC-Teacher interviews 26 th April, 2 governors needed to help. RC- Who will take over Forest School? Mr Dawson undergoing training LT- email now sorted out so able to access Governors site NM- Samuel Partnership meeting, went well, good feedback	
12	Next meeting- 4th May 2017 at 6pm	