



**The Federation of Fountains Earth and St  
Cuthbert's C of E Primary Schools**  
Minutes of the FGB Meeting  
Monday 13 December 2021



**Governing Body Core Functions**

Ensure the vision, ethos and strategic direction of the school is clearly defined  
Ensure the Headteacher performs her responsibilities for the educational performance of the school  
Ensure the sound, proper and effective use of the school's financial resources

**Present:** L Franklin, D Hall, S Leeming, G Lewis, R Light (CofG),  
& N Thornber (HT)

**In Attendance:** A Lumley (Clerk) & N Wilkinson (DHT)

**Meeting opened at: 6.00pm via ZOOM**

Number	Item	Action
1	<p><b>Welcome, Introductions and Opening Remarks</b> Everyone was welcomed to the last federation meeting and reminded of the core functions of the governing body which are:</p> <p>Ensure the vision, ethos and strategic direction of the school is clearly defined Ensure the Headteacher performs her responsibilities for the educational performance of the school Ensure the sound, proper and effective use of the school's financial resources</p>	
2	<p><b>Apologies and Consent to Absence</b> S Goodall – no apologies received. D Rogers – apologies received; Daniel wishes everyone a Happy Christmas.</p>	
3	<p><b>Reminder about the essential need for confidentiality and declaration of interests:</b> Pecuniary or non-pecuniary and at appropriate times.</p> <p>No declarations for the meeting pecuniary or non-pecuniary.</p>	
4	<p><b>To identify any confidential items to be excluded from the publicly available minutes</b></p> <p>Agenda items parts of 9 &amp; 11.</p>	
5	<p><b>Approve the minutes of the FGB meeting on 18 October 2021 &amp; 1 November 2021</b> Minutes were approved as a true record of the meetings, will be signed by the C of G and filed in school. <b>Action:</b> Due to covid restrictions these meetings were via zoom and the C of G will need to physically sign the minutes at the office asap.</p>	<b>RL</b>

6	<p><b>Matters Arising – monitoring of actions</b> KCSIE – reminder to read updates.</p> <p>No further matters arising that is relevant due to it being the last FGB meeting.</p>	<b>Governors</b>
<b>School Improvement</b>		
7	<p><b>Safeguarding Governor Update</b> AL &amp; SL have met at FE and checked through the HR records to ensure that everything from the review has been addressed. Haven't done a check on current supply working at FE. Met at STC and all HR files are updated and in place. SL told the governors that AL has put in a huge amount of work bringing the SCR and HR files up to date at both schools ensuring all crossed referenced.</p> <p>Everything from the HR review has now been done and met. It has been hard work to reach this position but now the groundwork has been completed it is a matter of Quality Assuring that new staff are entered and have complete files. SL thanked AL for a job very well done.</p> <p><b>HT comment:</b> The supply at FE have had all the safeguarding checks completed and are on the SCR.</p>	
8	<p><b>Governors Monitoring Visits to School – Autumn Term</b> This is specific from the QA calendar which is linked to the federation autumn term calendar – Safeguarding (SCR), H&amp;S, Curriculum, Vulnerable pupils.</p> <p>GL &amp; LF have completed visits and monitoring forms which all form part of the SIAMS inspections at both schools.</p> <p>RL attended a pupil progress meeting via zoom. <b>Action:</b> monitoring sheet to be done.</p>	<b>RL</b>
9	<p><b>Update SIAMS Inspection reports</b> <b>HT:</b> Both schools achieved good for Collective Worship which is a fantastic achievement. <b>STC</b> Achieved good overall for the SIAMS inspection. The Inspectors were rigorous and astute. GL, LF &amp; DH did a fabulous job and were in school for both visits. This was very much appreciated.</p>	<b>UNPF FGB</b>
10	<p><b>Federation Updates</b> We have nearly filled all governor positions. Waiting to hear back from the Diocese and LA on the suggested appointments. Following the SDC committee meeting last week there is only possibly one remaining co-opted position to fill. We have had interest for 4 coopted positions.</p> <p>Looking very positive for a new strong federated governing body.</p>	
<b>Finance/Premises</b>		
11	<p><b>Finance/Premises update: Revised Budget approval</b> All governors received a copy of the RB. A Lumley gave a verbal report</p>	

	<p>on the budget position.</p> <p>See confidential minutes for information.</p>	
<b>Standing Items</b>		
<b>12</b>	<p><b>Policies and documents</b>  <u>For approval</u>  Teaching and Learning  RE</p> <p>Both policies for approval were agreed and approved.</p>	
<b>13</b>	<p><b>What impact have we had today on the achievement of pupils in our school?</b>  The new federation in January will improve the sharing of good practice across the three schools to improve opportunities for all our children.</p> <p><b>What impact have we had today on our Christian Ethos and Vision?</b>  SIAMS inspection and actions for the way forward.  Staff wellbeing and mental health – looking after staff.</p>	
	<p><b>R Light thanked S Leeming for leading on safeguarding and her work on the governing body.</b>  <b>Everyone was wished a peaceful and happy Christmas.</b></p>	
<b>Meeting closed at: 7.10pm</b>		