



MINUTES
FROM THE MEETING OF THE WEST SOMERSET COLLEGE
LOCAL GOVERNING BODY
HELD ON
WEDNESDAY 24 MARCH 2020
VIA EMAIL

Actions from WSC LGB Meeting on 24 March 2020

Item Reference	Action	Person Responsible	Due Raised
1.4	SG to raise recruitment strategy with PLE and see if an additional package to attract teachers could be looked at.	SG	13/11/2019
1.4	GM to liaise with BP regarding outstanding areas in the H&S audit report	GM	13/11/2019
1.4	GM to arrange a meeting with the site manager to look through the accessibility plan and ensure it is fit for purpose	GM	13/11/2019
1.5	Chair to ascertain in September whether NG will be returning to the LGB.	MF	24/03/2020



MINUTES
FROM THE MEETING OF THE WEST SOMERSET COLLEGE
LOCAL GOVERNING BODY
HELD ON
WEDNESDAY 24 MARCH 2020 AT 6.00PM
VIA EMAIL

Members

✓	Sid Gibson	(SG)	Chair
✓	Martina Forster	(MF)	
✓	Michelle Butterworth	(MB)	
✓	Geoff Dibble	(GD)	
-	Naomi Griffiths	(NG)	
✓	Debbie Shelley	(DS)	
✓	Gregg Mockridge	(GM)	Head teacher

In Attendance

✓	Fran Davis	(FD)	Clerk
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1. **Procedural Matters**

Due to the sudden situation of Covid19 The meeting had to be cancelled. Therefore the Chair, in consultation with PLE, took the decision to cover some items, via email, with Governors.

The following information is based on Governors and HT responses.

1.1 Apologies for absence and acceptance/non-acceptance

None as all governors responded to email

1.2 Declarations of Interest

None

1.3 Minutes from the meeting held on 18 September 2019

No objections received. The Chair approved them and they will be signed at an opportune time.

1.4 Matters arising not covered elsewhere in the meeting.

- SG to raise recruitment strategy with PLE and see if an additional package to attract teachers could be looked at. SG understands that this is being looked at as part of our

Trust recruitment strategy, but we still need some formal confirmation. Leave as **Outstanding** for now.

- SG to take Governor concerns regarding PP and SEN funding to the BCT board and feedback to Governors - **Completed** this was about tracking income and expenditure and the HT is happier with things now.
- GD to follow on Governor Periodic H&S inspections with BP - **Completed**. The H&S site visit took place. We are waiting on a report. A meeting is planned for May to discuss this (probably rescheduled for obvious reasons) and another inspection is planned for June (again may get postponed).”
- GM to liaise with BP regarding outstanding areas in the H&S audit report – **Outstanding**
- GM to arrange a meeting with the site manager to look through the accessibility plan and ensure it is fit for purpose – **Outstanding**
- GM/SG to invite governors to an update meeting in January - **Completed**. A separate meeting was held on exam projections
- SG to contact NM to ascertain where the monthly financial information such as PP funding will be posted on Trust Governor - **Completed**. Monthly accounts are now posted to Trust Governor.

- 1.5 CEIAG – NG was asked to provide an update report. However NG has advised that due to personal circumstances will not be able to attend meetings for this academic year.
Action – Chair to ascertain in September whether NG will be returning to the LGB.

MF

2. CEO Reporting Requirements

2.1 Head Teacher’s Report

A Governor felt that attendance is still a big concern for WSC.

HT agreed advising attendance is a massive concern for me, I think we need to look at a different way to reward those who are doing well in the future.

2.2 Action Plan

A Governor felt the Action plan is very unwieldy, could it not be simplified/broken down into separate documents’
 HT agreed and advised I have a new format for next year I have been working.

- 2.3 Peer Review
 - No comments received
- 2.4 Ofsted Update
 - To be covered in next meeting
- 3.1 Safeguarding
 - Reports were noted by Governors, no comments received
- 3.2 Safeguarding Peer Review
 - Reports were noted by Governors, no comments received
- 3.3 SEN
 - Reports were noted by Governors, no comments received
- 4 Financial Information
 - 4.1 Accounts
 - These were just for information
 - 4.2 Risk Register
 - You will see we have 5 major Risks, and these will be of no surprise to us all. With the planned actions, the net risk assessment reduces from Red to Amber (but at the high end). Chair requested the LGB consider any possible new Risks and these can be passed onto Nic Mould, CFO.
 - 4.3 Premises
 - Reports were noted by Governors, no comments received
 - 4.4 H&S
 - Reports were noted by Governors, no comments received
- 5 **2021/22 Admissions Policy**
 - This policy needs to be formally adopted. MF was asked to formally propose the adoption of this policy and DS to second this. All other Governors should respond by saying that they confirm their agreement to the adoption of our 2021/22 Admissions Policy.
 - MF- "I am happy to propose the admissions policy."
 - DS- "I am happy to second the adoption of the admissions policy."
 - Governors agreed the policy should be adopted.
- 8 **Date of next meeting** September 2020 – to be confirmed