



**MINUTES  
FROM THE MEETING  
OF THE MAIDEN BEECH ACADEMY  
LOCAL GOVERNING BODY  
HELD ON  
THURSDAY 7 OCTOBER 2021  
AT 6.00pm AT MBA**

*Chair: Jonathan James; Head Teacher –Carl Winch;*

**Actions from MBA LGB on 7 October 2021**

<b>Item Reference</b>	<b>Action</b>	<b>Person Responsible</b>	<b>Date Raised</b>
<b>1.2</b>	FD to remind Governors to forward confirmation of Declaration of Interest forms.	FD	07/10/21
<b>1.4</b>	FD to ascertain who will be producing the H&S report.	FD	07/10/21
<b>1.5</b>	CW to arrange a safeguarding meeting with DW and the s/g team.	CW	07/10/21
<b>1.9</b>	FD to forward out Self Review to LGB who will feedback to the Chair by end of Oct. This item would be added to November agenda.	FD/LGB	07/10/21
<b>2.0</b>	CW to enquire where the new provisions sit within the Trust and if there will be a governing body for them.	CW	07/10/21



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**Members**

✓	Jonathan James	(JJ)	Chair
✓	Flossie McGhee	(FM)	
-	Neville Mapstone	(NM)	
✓	Debbie Wakeman	(DW)	
✓	Carl Winch	(CW)	(Head Teacher)
✓	Doug Bamsey	(DB)	

**In Attendance**

✓	Fran Davis	(FD)	(Clerk
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✓ those present

**1. Procedural Matters**

**1.1 Apologies for absence**

NM sent apologies

**1.2 Declarations of Interest – new forms.**

CW & FM outstanding

**Action** – FD to remind Governors to forward confirmation of Declaration of Interest forms.

**FD**

**1.3 Election of Vice Chair**

It was decided to leave this until the LGB as more members.

**1.4 Appointment of Officers**

1.4.1 Safeguarding – DW proposed by DB and seconded by JJ

1.4.2 SEND – JJ proposed by DW and seconded by DB

1.4.3 H&S - DB /proposed by DW and seconded by JJ

Signed.....

**Action** FD to ascertain who will be producing the H&S report.

**FD**

1.5 Keeping Children Safe in Education (Part 2)

There was a discussion on safeguarding procedures within the school and the need for Governors to be able to identify good practice is being carried out. Governors also shared what is happening with work place initiatives to help highlight unconscious bias.

**Action** – CW to arrange a meeting with DW and the safeguarding team.

**CW**

1.6 Minutes from the last meeting on 24 June 2021

Minutes were agreed as accurate

Outstanding Actions:

- FM need to complete Declaration of Interest forms and return to FD - **Completed**
- CW/JJ to arrange a date for Governors to visit academy site in September and discuss training requirements, self evaluation and updating of policies. Feedback to be forwarded to FD before the September meeting. **Ongoing** – the visit has been rescheduled.
- FD to forward the yearly website checklist to JJ - **Completed.**

It was asked if there were any procedures in place to record Governor visits to the school.

CW confirmed a process would be implemented to record Governor visits.

1.7 Matters arising not contained elsewhere on this agenda.

None

1.8 Feedback on website review

Feedback had been received on the website and CW advised all recommended actions were in hand. It was explained that as the website was tied into an employee, who had since left the academy, it was difficult making changes. However, the tie in was only for another year although with all the other changes that are happening within the school it was thought to be a good opportunity to look into other providers.

It was asked if another member of staff could take on the role of updating some parts of the website. CW advised HC could possibly take this on. It was confirmed all statutory information was now on the site; the Covid catch up funding report will be

added shortly when the amount has been confirmed by KR.

#### 1.9 Feedback on Governance Review

It was agreed the Self review questions would be forwarded to the LGB who would feedback to the Chair. This would then be discussed at the next meeting in November.

**Action** - FD to forward out Self Review to LGB who will feedback to the Chair by end of Oct. This item would be added to November agenda.

**FD/LGB**

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#### Update on Crewkerne and Ilminster Reorganisation

CW shared a PowerPoint that was delivered to staff last week. Areas covered:

- Background to redundancy being invoked
- Proposed new campus
- Proposed new staffing model and note of current workforce not affected by proposals
- Posts identified as being at risk – 78% of workforce
- Potential staffing structure of Apex South and Little Beeches Nursery
- Timeline of process
- Voluntary options and who is leading the process.
- Help, support and advice available
- Admission of 45 into reception in September.

Governors asked questions concerning the staffing models, curriculum, before and after school provision and what opportunities there are for staff in other schools in the local area.

CW advised confirmed MG, HT at Wadham, has agreed to come into MBA to discuss posts that will be available at Wadham. New posts becoming available will be ring fenced for staff at risk of redundancy as long as the candidate is suitable qualified or could be trained up.

The science labs are being converted into classrooms and before and after school provision will be offered through staffing at the nursery.

It was asked if the vacancies at MBA are ring fenced for all staff in the area

CW advised the first selection is for staff at MBA then the area then out to the wider community.

Governors felt the nursery and Apex South are going to be fantastic additions to the school.

It was asked if Governors would be involved with the interview process for new positions being created within the school.

CW advised he was not involved in the process and unaware of the plan for these posts.

It was asked if maintaining staffing levels would become a problem

Yes some staff are already applying for other posts and we are struggling to get supply teachers. This problem is being felt nationally.

CW advised the Judicial Review outcomes will be known after 15 October. There are two challenges one via Misterton school and one from a parent at Swanmead. Is recruitment for Apex and Little Beeches – it is for all staff.

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### **Head Teacher Report**

CW gave highlights from the report

- New term has started well
- Inset days provided updates and training
- ADP – 5 key areas are Teaching and Learning, SEND Provision, KS2 outcomes, TIS and Reading.
- Peer Review – a separate supporting paper was made available to Governors

It was asked how many EHCP's are there 10 now

It was suggested buying into a reading scheme might be useful

CW confirmed this would be looked at as funding is available.

It was felt the peer review could have had more positive feedback and perhaps the delivery timing of this had been poor with nearly 80% at risk of redundancy.

CW felt it was constructive guidance with some quick fixes suggested, however we will revisit this when the impact of the current situation has settled down.

- New caters - Aspens have had teething issues
- Staffing and personnel

It was asked what happens if a computer does not work

A member of the Trust IT team is here one day a week. We also have access to a helpdesk.

It was asked how the loss of a librarian/reprographic assistant was being managed.

Staff have become use to managing their own printing. Printers are across the whole school and staff can access work from them by just inputting their personal number.

- The extended Senior Leadership Team will be continuing.
- Covid – 20 cases since beginning of term. Most disruptive part is time taken off for PCR testing and self-isolating
- School reorganisation has been rag rated

CW advised Apex South is going to be very popular as already had enquiries from Devon and Dorset. The provision is currently available to Trust students who can attend up to three days a week as it is not a full time provision.

It was asked what are students doing on the days they are not at Apex  
They are back at their own school as it is an alternative provision.  
It was noted it would be useful to be able to judge the long term impact on students of this provision.

It was asked where these provisions sit within the Trust, is there a governing body for Apex.

**Action** CW to enquire where the new provisions sit within the Trust and if there will be a governing body for them.

It was asked who has responsibility for safeguarding  
CW advised the school has overall responsibility. MC, Apex Lead, has been added to systems in order to see everything.

It was asked who will be running Maiden Beech and Apex South  
CW advised this will fall to him.

There was a discussion on the Trust Inclusion team and how it supports schools

Governors were keen to visit Apex West.

CW

#### **AOB**

CW advised he would be working in West Somerset helping to support the Moorland Federation. This is a training opportunity to gain experience in primary schools. It will be three days a week and PLE will cover MBA. Just waiting on final approval from the Governing Body.

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