



**MINUTES
FROM THE MEETING OF THE WEST SOMERSET COLLEGE
LOCAL GOVERNING BODY
HELD ON
WEDNESDAY 7 SEPTEMBER 2022
at 6.00pm at the College**

Actions outstanding from Meeting on 7 September 2022

Item Reference	Action	Person Responsible	Date raised
1.4.2	FD to forward job description of the Governor Link roles to NG.	FD	07/09/2022
1.7	FD to contact PLE to enquire if Safeguarding Administrator post could be made permanent	PLE	18/05/2022
1.7	Link Governors to be assigned to strands of the ADP at the next meeting. ND to advise staff links to the named Governor.	LGB/ND	07/09/2022



Signed.....



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FROM THE MEETING OF THE WEST SOMERSET COLLEGE
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Chair: Martina Forster; Headteacher: Gregg Mockridge:

Members

✓	Martina Forster	(MF)	Chair
✓	Geoff Dibble	(GD)	
✓	Debbie Shelley	(DS)	
-	Paul Widgery	(PW)	
-	Natasha Goswell	(NG)	
✓	Nikki Doughty	(ND)	Head teacher

In Attendance

✓	Fran Davis	(FD)	Clerk
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1. Procedural Matters

- 1.1 Apologies for absence and acceptance/non acceptance.

PW is working away from the area and NG was unable to attend due to work commitments but had hoped to join via Teams. Apologies were accepted.
- 1.2 Declaration of Interest and Code of Conduct

None



- 1.3 Election of Vice Chair

Debbie Shelley was appointed. MF proposed and GD seconded.
- 1.4 Appointment of Link Governors:
 - 1.4.1 Safeguarding – Debbie Shelley was appointed
 - 1.4.2 SEND Natasha Goswell has expressed an interest in this role. **Action** FD to forward job description of the role. **FD**
 - 1.4.3 H&S – Geoff Dibble was appointed
- 1.5 Keeping Children in Education 2022

Referred to next meeting
- 1.6 Training Requirements

It was agreed training on Ofsted and Complaints would be useful.
- 1.7 Minutes from the last meeting dated 18 May 2022

Minutes were agreed as accurate

Actions outstanding:
 - FD to contact PLE to advise Governors would like to discuss ways to improve advertising vacancies – **Completed**. The Trust are looking to recruit a Head of People and recruitment would fall under their remit.
 - FD to contact PLE to enquire if Safeguarding Administrator post could be made permanent **Outstanding** – PLE has not been able to confirm if the post will be made permanent. Governors are very keen for this to happen as JK is excellent and a much-needed addition to the team. **PLE**
 - GM to arrange for staff to liaise with Governors over link strands – Completed
 - It was decided to discuss assigning Governors to each strand of the new ADP 22/23 at the **LGB/ND**



next meeting with ND alerting ADP staff links to the named Governor. There was a discussion on timings of the data analysis drop and reporting requirements for the LGB meetings.

- GM to send Policies out to Governors showing tracked changes. Date to be specified for return - **Completed**.

1.8 Matters arising not contained elsewhere on this agenda

None

2 **Safeguarding and Child Protection Policy**

Governors approved the policy

3 **Date of next meeting** – 5 October 2022 in the Conference room by the old finance office, WSC

