



Minutes of Emergency Meeting using email only in lieu of planned meeting due on 28th April 2020 School closed due to Covid-19	Action by /or decision
1. Emails received from <i>Ali Bachelor, Kim Greenslade, Jo Griffiths, Sarah Hancock, Stephen Meredith, Daniel Moncrieff, Chris Pleeth, Barbara Stokes</i> Collating replies: Ruth Cook (Clerk) Conflict of business interests: None declared. The meeting was quorate.	
2. BUSINESS	
There were two amendments to the minutes of the meeting held on 31st March 2020 and they were then approved by the Governors. A copy needs to be and signed by the Chair as a true and accurate record in due course. Matters arising: Actions taken RC has contacted Governor Services to notify them that CP has been co-opted for a further term of office as governor. <i>Since the meeting RC has been advised that we cannot approve this via email and so it will be brought to the meeting in June again.</i> Other actions will be carried forward to future meetings. Governors were only asked to consider items 4, 5 and 6 from the agenda.	Chair
3. SCHOOL ITEM	
Not done	
4. MONITORING SCHOOL IMPROVEMENT /SE & Strategic Planning	
KG had issued her Head teacher's report for the Spring Term 2020 to all governors. AB thanked KG for her very detailed report. KG subsequently updated the governors about school meals after the report had been issued. The SEN report has not yet been received.	
5. STATUTORY DUTIES	
Prior to the meeting, AB had tendered her resignation as a governor at the end of the summer term. Subsequently she has withdrawn this and the governors were delighted that she will stay on the governing body.	
6. FINANCE	
SFVS now SFAT – this had been prepared by SM and KG had completed it and returned it to the Education Department at the end of April. Governors did not raise any questions but BS and DM thanked SM for dealing with this item.	
7. SAFEGUARDING	
Not done	
8. HEALTH AND SAFETY	
Not done	
9. POLICIES	
None issued	
10. TRAINING	
Not done	
11. AOB	

None			
10: Date of next meeting: Tuesday 9th June 2020 - by Virtual meeting			
ACTION POINTS SUMMARY			
Actions from Previous Meetings			
10/12/19	CP to follow up the Skills Audit and contact Governor Services about recruiting a co-opted governor	CP	Before next meeting
14/01/2020	KG to issue SEN classroom checklist to all governors	KG	Before next meeting
14/01/2020	KG to report on strategies for improving the progress in reading standards	KG	At March meeting c/f to a future meeting
14/01/2020	AB to look for possible funding for school decoration including Viridor	AB	For March meeting c/f to a future meeting
14/01/2020	KG to contact the Diocese to check if they need notification of this possible change of use of the Pre-school building	KG	For March meeting
14/01/2020	KG to follow up on different hirers and options for the Pre-School building	KG	As soon as possible
New actions			
31/03/20	Copy of minutes from 14 th January 2020 to be signed and filed	Chairs/RC	When next actual meeting is held
31/03/20	Clerk to invite potential new governors to next full meeting – one Parent Governor & one Co-opted/Foundation Governor	RC	When next full meeting agenda is prepared
31/03/20	RC to notify Governor Services of CP's co-option for a further term as a Co-opted governor	RC	As soon as possible
28/04/20	Copy of minutes from 31 st March 2020 to be signed and filed	Chairs/RC	When next actual meeting is held