

# DRINGHOUSES PRIMARY SCHOOL



## Minutes of the Extraordinary Full Governing Body Meeting (Virtual) held on Tuesday, 20<sup>th</sup> October 2020 at 6.15pm via Zoom

**Present:**

Ben Sutton (Headteacher)	Ros Roberts
Jamie Kew-Robson (Acting Chair)	Vaunda Powell
Pat Wilson	Claire Scott-South
Mike Hay	Matthew Boxall
	Michael Noakes

**In Attendance:** Sam Vince (Governance Support Officer, Clerk to Governors)

		Action
1.	<p><b>Apologies for Absence &amp; Consent, Declarations of Interest.</b></p> <p>The Chair welcomed everyone to the meeting. Apologies were received, with consent, from Claire Neal and Diane Grayson.</p> <p>There were no declarations of interest for any of the items on this meeting's agenda.</p>	
2.	<p><b>Pay Policy 2020 Approval (CYC policy) - previously distributed.</b></p> <p>There were no questions raised by the governors and <b>the Pay Policy 2020 was approved for adoption.</b></p> <p>The Chair noted a Pay Appeals committee needed to be appointed and governors who were on the Pay Committee could not sit on both. It was agreed that the Pay Appeals committee would be chaired by Diane Grayson and Matthew Boxall and Michael Noakes would form the rest of the committee.</p>	
3.	<p><b>Admissions Consultation 2022-23 (PAN and proposed arrangements for the school) - previously distributed</b></p> <p>The governors approved the PAN of 45 as the school did not have the capacity for a two class entry as children moved further up the school.</p> <p>A governor queried whether the school was in a position to hold places for children who delayed entry to reception because of their age. A staff governor clarified that children didn't legally have to attend school full-time until they were 5 years old, so the school had to hold a full-time place for all children allocated to the school, even if they started on a part-time basis in the Autumn term.</p> <p>It was requested that the start and end date of the process should state 2022-2023, not 2021-2022. It was noted that the Headteacher would complete the online form confirming the governors' approval of the PAN and admissions arrangements.</p> <p><b>Governors approved the PAN and the arrangements for the 2022-23 Admissions consultation on the basis the date was changed as noted.</b></p>	
4.	<p><b>Any Other Business</b></p> <p>The Chair thanked the school for providing the policies at short notice for review at the meeting.</p>	

5.	<b>Confidentiality</b> No confidential business was discussed.	
6.	<b>Date and Time of next meeting:</b> 30 <sup>th</sup> November, 2020 at 6pm	

The meeting closed at 18.38pm

**APPROVED AT THE DRINGHOUSES FGB ON 14<sup>TH</sup> DECEMBER 2020 – NO SIGNATURE DUE TO COVID RESTRICTIONS.**

\_\_\_\_\_  
Mr Jamie Kew-Robson  
Acting Chair

\_\_\_\_\_  
Date

**DRINGHOUSES PRIMARY SCHOOL**  
**Action Plan following the Meeting of the Full Governing Body**  
**held on 20<sup>th</sup> October, 2020**

Action	Item	Person(s) Responsible	Timescale
1.	No actions were identified.		
2.			

**Items for the next FGB**

- None were raised

**Items for Committees**

- None were raised