



PLYMOUTH ASSOCIATION OF GOVERNORS
 Meeting at
Windsor House, Ground Floor Conference Room 1
 on
Tuesday 1 March 2016 at 6.00 pm

Present: Pat Lopez (Chair), Sara Orchard, Gordon Cryer, Roger Galloway, Lorraine Southcott, Nick Evans, Mike Thomas, Pat Holwill, Mary Aspinall, Jon Goulder, Carrie Wills, Pat Gould, Linda Bell, Nick Rich (Clerk)

Apologies – Ruth Weaver - Illness.

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| <p>1. Welcome – The meeting commenced at 6.00 pm. The chair welcomed all and JG and CW as new board members.</p> <p>2. Apologies – None had been received. Ruth Weaver – Illness – Absent now for 4 meetings.</p> <p>3. Minutes of last meeting on 11.1.2016. Members scrutinised the minutes. All agreed to the content and the chair signed off a copy of the minutes.</p> <p>4. Matters Arising – Lorraine Southcott reported she now had a password for the PAG website. The Clerk updated members regarding the quotes awaited for name badges</p> <p>5. Update on meeting with Judith Harwood The chair had met with Judith in January and updated Executive members on the content of the meeting. The letter sent to the local authority had been mislaid. Judith Harwood had agreed that it had been poor that PAG had not been involved in the Governor Services aspect.</p> <p>Training evaluation sheets from Governor Services – PAG had been asked to be involved in the evaluation process, taking over from Monitoring and Evaluation Group. The Chair asked if a small working party could be involved in the process. Volunteers who had been part of MEG agreed – (Pat Holwill ,Nick Evans,Pat Gould, Lorraine Southcott, Linda Bell, Sara Orchard & pat Lopez. Would look at the documentation. Date agreed as – Tuesday 15th March 2016 at Windsor House (6pm)</p> | <p>Clerk to email RW.</p> |

Early Years – Judith Harwood was to check on the information and the chair has now been provided with dates for the SEND delegation that meets at Windsor House. Next date is 12/4/16 and chair would be attending.

In referring to the letter to the LA, the chair reported it had stated that PAG had felt let down about governor services decisions that had been made. Karen Powell has now met with Jayne Gorton regarding moving forward and the service would be secure until 2017. Governors asked about the future of the service and where it would be and whether it would be part of the Local Authority provision or otherwise. Roger Galloway suggested that it would be a discussion that could be taken up at the Spring Conference. The Chair mentioned that Karen Powell is keen for PAG to be involved with Governor services in the future and is looking to meet with Jayne Gorton and the chair and vice chair.

Termly meetings – JH had asked for more regular meetings.

Meeting with DAG and TGA – Chair reported on the meeting that had taken place. Devon are likely to end in September as they are re-organising their structure and it is unlikely a DAG representative would be available from that time. TGA would be the only link from that time. The TGA had given some information about Torbay and the situation, where it seemed the representative undertakes all of the work for the association. Torbay would be moving to an associateship position with Devon. The next meeting 6pm on 21/3/16. PAG members were invited to attend and Roger Galloway agreed to attend.

PAG members asked about the agenda – Chair responded that it is generally about sharing of best practice between each local association.

6. **Finance Report** –

Linda Bell updated members regarding Safer recruitment training with just one outstanding invoice from Plymouth High School for Girls, who have not replied to any correspondence in this matter. Exec members agree they would not be booked onto any further courses until the payment is received.

Balances of the accounts – Business Account - £5184.20cr and Business Saver Account - £2020.44cr. The Chair apologised to Nick Evans about the banking situation. There had been issues with the Cricket Club who had appointed an outside organisation to handle their bills, and the organisation had folded. Mrs Bell asked Exec members for authorisation to seek online banking to view the banking. All agreed unanimously.

She explained with regard to Safer Recruitment training. Regarding premises, Lorraine Southcott informed members stated that the new school St Matthews CE Primary School currently has a floor unused at the moment which may be an option.

Clerk to email
KB for dates.

LB to
telephone the
school

Mrs Bell reported on the current situation for Safer Recruitment training and the potential profit before premises expenditure.

7. Questions for paper that will go to headteacher's regarding the PAG Award.

The Chair had spoken to Karen Powell regarding Governor Services running an awards event somewhere in the city, or to use Elliott Terrace (which would be a smaller event). Members suggested going back to the Council House for the event and debated the structure of the awards and how the event would run. They agreed that a small working group would be formed to assist with the organisation.

The Chair stressed the detail was needed to be assembled what should be in the document to go to headteachers. Members agreed to the text "What have your governing board done that has made a difference, or individual governor that has made a difference to the governing board." The response should be received by the chair by April 30th. Lorraine Southcott would also send the information to Governor Services to circulate.

LS to progress.

8. Appointment of new staff and pay increases, finances for post 16 children (carried over from last meeting) –

Gordon Cryer had expressed concern around pay issues in the last meeting regarding costs of pay increases, which can be large, and difficult to cover. Concern for teachers not being paid appropriately, and the skills shortage in some areas of the curriculum. Mary Aspinall added that some schools have more freedoms than those of maintained schools. Members agreed that there would be difficult areas to manage in budgets across all areas of staff and debated the issues that the situation would create. John Goulder added there needs to be a strategic way of managing salaries.

Gordon Cryer added schools are doing so much for young people, and that going forward could be a real impact on children's education. Lorraine Southcott mentioned that could be a possible question for the NGA conference taking place on 18th March.

LS/PL to write letter to NGA for the Conference.

Members debated the issue of the proposed new builds in or near Plymouth, and the lack of new schools planned to cope with demand for places and agreed that local MPs would be contacted on the matter.

JG to contact.

9. Update on flyer.

Lorraine Southcott had provided detail earlier in the meeting. Regarding the website, she asked members to contribute 50 words about themselves to add to the website (up to 100 words). Photos are also required for the website. Members asked about whether Realfusion should be continuing with support etc.

All PAG Members.

SO to contact Carolyn B-Spencer.

Clerk to request T & C from realfusion.

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| <p>10. Safer Recruitment training – Covered in finance report.</p> <p>11. Membership of PAG Executive – Clerk reported on the current vacancies – 1 x Church, 1x Primary, 1x Secondary and 1 x Co-opted.</p> <p>12. Questions arising from the reports from committees/working groups - Schools Forum Report – Health and safety discussion had been carried over from a previous meeting and had been a presentation.</p> <p>Members asked about the Iidachi funding for schools and the minimum funding guarantee which would relate to more schools in the city.</p> <p>Pat Holwill explained the Early Years strategic partnership meeting has been set up by Sue Smith and now called the “Maternity and Early Years System Design Group” which appears to be a re-modelled version of the previous meetings.</p> <p>13. Spring Conference 2016 Speakers – Health, Safety and Wellbeing of staff – Occupational Health – Karen Powell to be invited – Pat Lopez.</p> <p>MAT Conversion process – David Maddisson (LS to invite) - HT at Austin Farm (experience and a true reflection) - CW</p> <p>23/4 is preferred – PCH to be booked. NR</p> | |
| <p>14. Review of PAG Action Plan for 2015-16</p> <p>No areas had changed on the plan. Date for Conference – 23/4/16 MEG – Tue 15/3/16 @ 6pm</p> <p>Meeting closed at 7.50pm. Next Meeting – PAG – Tuesday March 22nd @ 6.30pm. & Wednesday 4th May 6pm.</p> | <p>PL</p> <p>LS & CW</p> <p>Clerk</p> |

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| Signed by Chair of PAG | |
| Date | |