

The Genesis Federation



Minutes of the Meeting of the Governing Board

Date and Time: Monday, 18 March 2024, 17:00-19:00
 Location: Peasmarsh CE School
 Governors Present: Rose Durban (RD) - Chair
 Andrew Button (AB) Jeff Clements (JC)
 Vicky Dyer (VD) Revd Dr Owen Edwards (OE)
 Emma Herbert (EH) (via Teams) Chrissie Johnston (CJ) (via Teams)
 Ann-Marie Murphy (AM) Paul Redstone (PR) – Vice Chair
 Lison Smart (LS) – Headteacher Simon Thurston (ST) – Headteacher

Quorum: 6 (50% of the FGB in post)
 Attending: Colin Barling
 Clerk: Sue Redstone
 Apologies:
 Absent: Rhiannon Chillingworth (RC)

Item	Discussion	Action
1.	<p><u>Welcome, Apologies and Opening Prayer</u></p> <ul style="list-style-type: none"> - The Chair welcomed everyone to the meeting at 17:00. - Fr Owen led the opening prayer. - CJ planned to join the meeting at 17:30 via Teams. AMM and PR confirmed the need to leave at 18:30 and 19:00 respectively. 	
2.	<p><u>Minutes of the Last Meeting and Matters Arising</u></p> <ul style="list-style-type: none"> - The minutes of the previous meeting were accepted subject to the following changes: <ul style="list-style-type: none"> o Location of the meeting to be corrected to Beckley CE School. <p><u>Actions</u></p> <ol style="list-style-type: none"> 1. Partnerships and alliances to be added to the next agenda. Item 5. 2. Two further Safeguarding Monitoring reports to be distributed. These were distributed with the minutes on 13 December 2023. 3. Discuss Safeguarding training session before the March FGB meeting. C/F 4. Discuss SEND training session before the July FGB meeting. C/F 5. Safeguarding audit report be made available to FGB. C/F 6. Arrange to visit Peasmarsh school to speak to staff. C/F 7. Federation Intimate Care Policy to be distributed in the New Year. Complete. 8. Follow up on alternative day of the week for the next meeting. Moved to Monday 18th March. 	<p>Closed</p> <p>Closed</p> <p>JC</p> <p>JC</p> <p>JC</p> <p>AMM</p> <p>Closed</p> <p>Closed</p>
3.	<p><u>Declaration of Business Interests</u></p> <ul style="list-style-type: none"> - The Clerk reminded the Governing Board of the need to review their Declarations of Interest. Any new declarations of interest should be notified to the Clerk who will update the system.. - CJ informed the Clerk by email that her declarations are correct and up to date. - The Clerk confirmed that for Governor Declarations of Interest to appear on the 	

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	<p>Declarations of Interest report, each Governor must click on the Confirm and Submit Your Declarations button in GovernorHub.</p> <p>https://help.governorhub.com/en/articles/3174427-how-to-add-declarations-of-interest</p> <p>Action: Send reminder to Governors regarding declarations of interest.</p>	Clerk
4.	<p><u>Board Membership Matters</u></p> <ul style="list-style-type: none"> - Roles and Responsibilities: the board discussed the documented roles and confirmed the following: <ul style="list-style-type: none"> o EYFS is part of Q of E. o Finance Committee should reflect the two separate committees. o JC to pick up Health and Safety. - All Governors to consider pupil voice as part of their visits. - As the Finance Committee has no interaction with children, it was suggested that the Chair of the Finance committee could go along to an alternative Governor visit. <p>Action: Provide dates for Governor visit to AB.</p> <ul style="list-style-type: none"> - Ethos: The Ethos Committee is to be Chaired by Fr Owen. Beckley are due a SIAMS inspection this year. <p>Action: Arrange date for Ethos Committee.</p> <p>Action: Follow up on appointment of CB as Foundation Governor.</p> <ul style="list-style-type: none"> - Website: The Clerk highlighted that there are several Governor biographies required for the website. These are short descriptions to introduce the Governors to parents and carers. <p>Action: Clerk to prompt Governors for biographies for the school websites.</p> <ul style="list-style-type: none"> - Governance Guides: Two new guides have been introduced (one for maintained schools and one for academy trusts). The Governance Handbook and some supporting guides have been withdrawn. <p>Action: Send round the summary of changes to the Governance Guides.</p>	<p>Clerk</p> <p>FrOE</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
5.	<p><u>Chair's Actions and Updates</u></p> <ul style="list-style-type: none"> - Ofsted feedback: The Chair confirmed that the ungraded inspection report for Beckley has been published and sent round to Governors. The graded inspection report for Peasmarsch has not yet been published, however feedback from the inspectors was very positive and the school was close to being graded Outstanding. This was a fantastic outcome for both schools and the board thanked the Head Teachers and staff for all their hard work. - The Head Teachers thanks the Governors for their support. - The board accepted that there is some work to do with parents of Peasmarsch School. CB and VD offered to help support the Head Teacher with this work. 	

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	<ul style="list-style-type: none"> - The Head Teacher for Beckley has sent out a letter highlighting the Ofsted feedback and offered an informal session for parents. - Partnership update: the Chair has arranged a session with Karen Bye on future options, on 16 April 2024 at Beckley CE School or via Teams. It is hoped to have a strategic view by the end of the term. - <u>Governor Question:</u> It was highlighted in the minutes of the Partnership meeting that a decision was required by Easter, is this still the case? - Due to the complexity of situation, the decision might have to be later. An option may be to extend the partnership to December 2024. - <u>Governor Question:</u> In the minutes of the Partnership meeting, there is no attributing who has asked questions and who is responding, therefore it is difficult to understand the context of some of the questions. Can we distinguish between Genesis Governor and St Michaels' Governor questions? - The board has collective responsibility for its actions and decisions and therefore, minutes should not mention a Governor by name unless agreeing something specific such as roles or actions. The Clerk agreed to differentiate between Genesis Governor and St Michaels' Governor questions. - <u>Governor Question:</u> How long are the current contracts for? - All the contracts run until the end of August 2024. This covers the Head of School at St Michael's, the Executive Head Teachers and the Deputy Head Teachers at Beckley and Peasmarsh. - <u>Governor Question:</u> Is there any financial implication of extending the Partnership? - An extension of the Partnership will only have a small impact on the finances of Beckley and Peasmarsh. - The Joint Partnership meeting has been delayed from 16 April 2024, due to the Strategic Options meeting now scheduled for that day. The Partnership minutes will be distributed, and the Chair asked that any questions or concerns are raised. If necessary, an online meeting will be scheduled for further discussion. The Head Teachers have explored several options with the St Michael's FGB. 	
6.	<p><u>Safeguarding</u></p> <ul style="list-style-type: none"> - Beckley: staff found the Ofsted inspection good and a positive experience. Pupil voice resonated throughout the reports. - Peasmarsh: visit was rescheduled, due to Ofsted inspection. 	
7.	<p><u>Finance</u></p> <ul style="list-style-type: none"> - The Chair of the Finance Committee gave an update on the two schools. - Beckley: The finances are generally steady, but even a small change in the number on roll can have a big impact. Predicting a surplus of £20k at the end of this year, with a planned carry forward of £16k. - For planning, the two main assumptions are that the Partnership finishes in August or continues until Dec 2024. Must ensure Beckley/Peasmarsh and St Michael's work on same assumption. - Staff costs are 95% of budget share. Assuming 95 on role. 	

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	<ul style="list-style-type: none"> - Peasmarsch: The school have a falling roll, with 71 currently on roll. Fortunately, a large carry forward has been built up (£106k). This is due to reduced spend on staff costs, reduction in building maintenance (cost picked up by ESCC), reduction in utility costs (due to solar panels), plus some additional grants. - An additional complication is that Peasmarsch are predicting 33 children in key stage 1, (maximum class size is 30). Therefore, the school are applying for top up funding. - Staff costs are 105% of budget share and projected to go up 112%. Structural changes may be required next year. Next year, the current year 5 (4 children) will be leaving. - Governor Question: Regarding pupil numbers, is there anything that could be done to attract new children? - The Ofsted report, once published, may be a benefit. Also, reaching out to parents and the wider community may help. However, the location is challenging as parents are unlikely to travel from Rye. Marketing information does go to several pre-schools. <p>(18:35 AMM left the meeting)</p> <ul style="list-style-type: none"> - SFVS: there were no comments regarding the Schools Financial Value Standard (SFVS) checklist. <p>Decision: The Board agreed the SFVS for both Beckley and Peasmarsch.</p>	
8.	<p><u>Link Governor Reports</u></p> <ul style="list-style-type: none"> - MHWB: A monitoring visit has been carried out at Beckley. - SEND: Coordinating visits with the Q of E team has proved helpful on SEND. EH confirmed that the SEND report for Peasmarsch would be available on 20 March 2024. Further visits being planned. - Ethos: An Ethos Committee meeting is to be arranged. - Q of E: Reports have been sent out as and when available. Visits have been carried out to both schools. Reading learning walks have been carried out. In both schools, the team have been working with the SEND Link Governor to improve SEND/Q of E. - Focus on transitions. 	
9.	<p><u>Leadership Reports/School Development Plans</u></p> <ul style="list-style-type: none"> - Beckley: Finance audit was carried out. The Caretaker is retiring, resulting in a need to restructure some of the tasks, including the use of a contract cleaning service. H&S monitoring will be separated. - There has been a lot of staff illness - the impact is magnified in a small school but has been managed. - Attendance figures are being impacted by one complex scenario. <p>(18:50 PR left the meeting)</p>	

