



Valley Road School

Valley Road,
Henley-on-Thames
Oxfordshire, RG9 1RR

Head Teacher: Mr Tim Coulson

Minutes of the Meeting of the Governing Body Monday 11 July 22, 7.30 pm

Governors present:

Zahra Bardai (ZB) – Parent
 Tim Coulson (TC) – Head
 Jo Cunningham (JC) - Parent
 Rich Floyd (RF) – Co-opted
 Dan Herbert (DH) – Co-opted – Chair
 John Powell (JP)
 Claire Samson (CS) – Co-opted
 Mary Selvester (MS) – Co-opted – Vice Chair
 Rod Simmons (RS) – LA

Apologies

Phil Colborne (PC) – Co-opted
 Teresa Edwards (TE) – Clerk
 Laura Gater (LG) – Co-opted
 Kate Richens (KR) – Staff
 Claire Rilett (CR) – Co opted

In attendance

1.	Introduction <ul style="list-style-type: none"> • Quorum was confirmed. • Apologies: PC, TE, LG, KR, CR • Additional items for AOB: .Covered under Item 8. • Declaration of interests: None. 	
2.	Ongoing - Matters Arising School meeting - c/f not done. DBS checks – TE contacted the office but haven't had a reply. CR to look into Skills audit – DH to do.	MS CR DH

Signed

Date

<p>3.</p>	<p>Committee reports</p> <p>3.1 Environment: -</p> <ul style="list-style-type: none"> • Plumbing still an issue in some areas. Cygnets heater faulty, circulation pump in boiler room. Costs and faults to be investigated. • Question was asked about the future projects ie computer room, extension to staff entrance. These would all be decided when there was spare income to fund. • The pond was discussed and it was asked if it was a dangerous and RS replied that it wasn't but unfortunately the parents who had taken responsibility for it are no longer at the school so it has been abandoned. • A condition and suitability survey for the reintroduction of Bishopswood had been carried out by the authority. • MS advised if the hole in the perimeter fence had been fixed. RS will contact Darryl to check <p>3.2 Leadership & Management:</p> <p>Finance –</p> <ul style="list-style-type: none"> • RF advised that the budget had changed as there had been an error and some staffing costs were missed off. This had reduced the surplus to minimal amount. Also didn't include any inflation costs that may arise. • Could be a change in circumstances with Bishopswood and additional stated children which could affect funding. However if Bishopswood leave the site then Cygnets may take over the room meaning more nursery spaces which would reduce the huge waiting list for them. This in turn could improve numbers going into Reception class. • ZB asked if anyone had stepped up to volunteer for the PTA chair after the incumbent had resigned this term. The concern was that the PTA did raise much needed income for the school and this was shown in the budget so important to continue with this. RF said that has it had only just happened there was no one volunteered yet. TC informed the mtg that there was a new parents day the day after and it would be brought up there. <p>3.3 School</p> <ul style="list-style-type: none"> • MS asked if a diary of assessments could be published. TC said he would provide. • JP volunteered to carry out safer recruitment training. • CS gave an update on the website and required some photos which TC will send. It should be timely with the new applications for intake Sep 23. • DH confirmed he had received the new governors handbook and if anyone wanted to read it he will make it available. • Governors visit to be arranged for after October half term. • MS confirmed the EYFS policy had been updated and published to hub and needed approval. • Policies- Home school agreement; - Behaviour for learning' - Behaviour principles written statement. TC to publish for school committee to approve. 	<p>RS</p> <p>RS</p> <p>TC</p> <p>JP</p> <p>TC</p> <p>TC</p>
<p>4</p>	<p>Safeguarding</p> <ul style="list-style-type: none"> • CR confirmed she had had a meeting with TC to go through various items on safeguarding and the report could be found on govhub. 	

5	<p>Policies –</p> <ul style="list-style-type: none"> DH said unfortunately he hasn't had the opportunity to look into policies that were due but would look into this over next few weeks and would take approval offline. MS asked if a social media policy had been adopted. TC confirmed he had and the policy register should be updated. 	<p>DH TC</p>
6	<p>Heads Report – See main report on Gov Hub</p> <ul style="list-style-type: none"> Bishopswood situation was discussed. If they are to vacate from the site then the school had plans for Cygnets to take over the space. DH asked when the decision would be made. TC said hopefully before September. RF asked if the school could request they vacate and TC advised that unfortunately it was out of the schools hands and it was the authorities overall decision. TC advised that any clubs that use the site don't currently pay for the facility. MS asked if this could be readdressed and wondered if all the Henley schools did the same then this would help. TC said it hadn't been possible in the past and it was felt it was for the good of the child. However as there is financial pressures, he would consult with the links schools. TC informed the group that they have not filled the TA vacancy but has high hopes he have found someone. Results data was reported on and full details can be found on govhub. Generally very good considering the Covid situation. 	<p>TC</p>
7	<p>Governing Body:</p> <ul style="list-style-type: none"> DH discussed next year succession planning. He asked for anyone to step forward for chairman. MS will carry on to give the opportunity for continuity and help the new incumbent where possible. KR was thanked for her time on the FGB and Kath Booth will step in from September. ZB will be the new policy governor. RS was thanked for his service over the last 10+ years and presented with a gift. JP has stepped forward to chair the environment committee. 	
8	<p>AOB</p> <ul style="list-style-type: none"> RS said energy costs could double over next year. Hopefully the new roof would help but felt staff should be encouraged to turn off electric items as necessary. DH had been in meetings with other schools governors chairs in regards to lack of numbers. Look at perhaps sharing resources to help with costs. This will progress. ZB asked if the school had considered summer kids clubs to make money. TC confirmed that some have approached the school and that hopefully the new playground may attract more. 	

	<ul style="list-style-type: none"> • ZB also suggested that parents could be asked to volunteer their time for one day over the summer holidays to attend the school to 'clean up' ie the greenhouse – TC to put in newsletter. • Meeting dates for next year. Term 1 – 17 Oct 22 Term 2 – 12 Dec 22 Term 3 – 6 Feb 23 Term 4 – 27 Mar 23 Term 5 – 22 May 23 Term 6 – 10 Jul 23 	TC
Meeting closed at 8.33pm. Next meeting 17 th Oct 7.30pm at VRS school		

FGB 11 Jul 22, agreed actions:

Minute	Action	Who	Completion/reporting by:
Apr 22 mtg	Arrange meeting with school council/Staff mtg	MS	ASAP
Apr 22 mtg	Publish test website to GB	CS	After summer half term
3.1	Investigate plumbing faults and high costs	RS	ASAP
3.1	Check the perimeter fence for holes	RS	ASAP
3.3	Produce timetable of assessments	TC	ASAP
3.3	Carry out safer recruitment trg	JP	ASAP
3.3	Send photos for website to CS	TC	ASAP
3.3	Publish relevant school policies	TC	ASAP
5	Review due policy schedule	ZB	By next meeting
5	Publish social media policy	TC	ASAP
6	Speak to link schools to see if can start making a small charge to facility user	TC	Next meeting
8	Communicate to all staff to be more vigilant in energy use	TC	ASAP
8	Invite parents via newsletter to attend clean up day	TC	ASAP

Signed

Date