



# Valley Road School

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

Head Teacher: Mr Tim Coulson

## Minutes of the Virtual Meeting of the Governing Body Monday 12 December 22, 7.30 pm

### Governors present:

Zahra Bardai (ZB) – Parent  
Kath Booth (KB) - Staff  
Tim Coulson (TC) – Head  
Jo Cunningham (JC) - Parent  
Rich Floyd (RF) – Co-opted  
Laura Gater (LG) – Co-opted  
Dan Herbert (DH) – Co-opted – Chair  
John Powell (JP)  
Claire Rilett (CR) – Co opted  
Claire Samson (CS) – Co-opted  
Mary Selvester (MS) – Co-opted – Vice Chair

### Apologies

Phil Colborne (PC) – Co-opted

### In attendance

Teresa Edwards (TE) – Clerk  
Simon Booth (SB)  
Manjit Singh (MSi)

1.	<b>Introduction</b> <ul style="list-style-type: none"> <li>• <b>Quorum</b> was confirmed.</li> <li>• <b>Apologies:</b> PC</li> <li>• <b>Additional items for AOB:</b> .Covered under Item 9</li> <li>• <b>Declaration of interests:</b> None.</li> <li>• <b>Potential new governors</b> – DH introduced Simon Booth (SB) and Manjit Singh (MSi) as potential governors. They both introduced themselves. The meeting took a vote and both were accepted onto the GB to potential future vacancies.</li> </ul>	
2.	<b>Ongoing - Matters Arising</b>  <b>Website</b> – Site has been published. Governors page to be updated. <b>H&amp;S audit</b> – No environment report. JP to contact PC to discuss	<b>TE</b> <b>JP/PC</b>

Signed .....

Date .....



	<ul style="list-style-type: none"> <li>• <b>JP raised concerns that there may be a plan to remove one class away so other schools would be fuller.</b> TC said that this would be very difficult to do in this area</li> <li>• TC said headteachers were in discussion on how they could share certain things such as IT, special needs.</li> <li>• TC advised that government could only influence community schools and had no control over academies etc</li> </ul>	
8	<b>Governing Body:</b> <ul style="list-style-type: none"> <li>• With the new governors we are now oversubscribed but hopefully positions could be filled with vacancies in the future.</li> <li>• DH advised that it was extremely important to consider succession planning due to MS and himself leaving next year</li> <li>• TE to set up govhub for MSi and SB and send out NGA training link.</li> </ul>	ALL TE
9	<b>AOB</b> <ul style="list-style-type: none"> <li>• <b>ZB asked if it was ok to visit the school.</b> TC confirmed yes and asked anyone interested to contact the school office to book.</li> <li>• <b>JP asked for clarification on attending the safer recruitment training.</b> TE confirmed that the price for the authority training was expensive and alternatives to be sort. Post meeting date RF identified one with NSPCC and JP to contact school office to arrange the booking</li> <li>• DH discussed in more detail the governors skills audit. Feeling that there is a need to be engaged and he would arrange a separate meeting to discuss strategy and vision and what the GB needs to do to achieve it.</li> </ul>	DH
Meeting closed at 8.45pm. Next meeting 6 Feb 23 7.30pm at VRS school		

**FGB 12 Dec 22, agreed actions:**

Minute	Action	Who	Completion/reporting by:
Oct 22 mtg	Update governors page on new website	TE	ASAP
	Carry out H&S audit	JP/PC	ASAP
	Book safeguarding training	ALL	Jan 23
This meeting 3.1	Arrange visit to school.	MS	Jan 23
4	Contact office to apply for DBS details for new governors	TE	ASAP
4	File statutory safeguarding details	CR	16 Dec 22

Signed .....

Date .....

6	Find out if all policies need to be approved by FGB	TE	ASAP
8	Consider succession planning	ALL	Next meeting
8	Set up new governors on govhub and send out NGA training link	TE	ASAP
9	Arrange a meeting to discuss strategy and vision for future following skills audit	DH	ASAP

Signed .....

Date .....