

BISHOP WORDSWORTH'S ACADEMY TRUST

Minutes of a Meeting of the Governing Body

Held on Wednesday 20 March 2019 at 1730 in the Carpenter Room

Present: Miss M J Horsburgh (Chair) Mr B Jones Mr J Oldham
 Dr G Branagan Mr K G M Flynn Canon E Probert
 Dr V A Green Mr M Francis-Pollin Brig R N Wertheim
 Mrs R Harwood Lincoln Mr J Hastings The Headmaster.

In attendance: Mr G Lloyd (Deputy Headmaster), Mr J Moore (Bursar), Lieutenant Colonel D J Peerless (Company Secretary)

IT-EM	SUBJECT	ACTION
	The Headmaster opened the Meeting with a prayer	
1.19	Presentation. Mr Andrew Griffin-Raphael and Mrs Marie Russell gave a presentation on Safeguarding arrangements at Bishop's.	
2.19	Apologies for Absence. Mr Blake, Dr Ghauri, Mrs Ranaboldo.	
3.19	Declaration of Interests. Governors were reminded that they had an obligation to declare any interest which might impact on the business of the School, both as discussed at this meeting, or outside of this meeting. No governor declared any interest except for children at Bishop's as per their annual declarations and Miss Horsburgh who reported that she remained a governor at Morgan's Vale and Woodfalls Academy.	
4.19	Minutes of the Previous Meeting. Agreed.	
5.19	Matters Arising. 1. Item 73.18 Para 2. Sign Register of Interests. Prof Bell to sign at the next Meeting. 2. Item 76.19 Para 2 - New Staff Briefing. Ongoing action by Brig Wertheim – action closed.	Prof Bell
	The Meeting was formally closed and a General Meeting convened.	
6.19	Members' Items. 1. AGM Minutes. Agreed. 2. Ratify Reappointment as Governor of Mrs Harwood Lincoln to 14 Dec 22. Agreed unanimously by the three Member's Reps present. 3. Reappointment as Governor of Mrs Ranaboldo to 4 May 23.	

	<p>Agreed unanimously by the three Member's Reps present.</p> <p>4. Delete 'for Boys' from School Name. Agreed but noted that it was not yet clear whether a Deed of Variation would be required in order to amend the Funding Agreement. The Company Secretary would pursue and initiate the required action. AFTERNOTE In hand, DfE have confirmed no requirement to change Funding agreement. Decision on date required.</p>	GB
	The General Meeting was formally closed and the Governing Body Meeting re-opened.	
7.19	<p>Governing Body Matters.</p> <p>1. Salmon Pack Sec 5 Links. The amendment to the duties of the Careers Link was agreed.</p> <p>2. Links Policies. The following was ratified: Mrs Ranaboldo to take Careers and Mr Hastings to Humanities: from Mrs Ranaboldo.</p>	
8.19	<p>Headmaster's Report. The Headmaster commented and answered questions on his Report as follows:</p> <p>1. Paragraph 2 – Admissions Consultation. He drew attention to the lack of comments about the admission of girls to the Sixth Form.</p> <p>2. Paragraph 3 – Sixth Form Prospectus. A new Prospectus was being tendered for.</p> <p>3. Paragraph 7 – Error. Line 9, delete: 25 March, insert: 13 May.</p> <p>4. Paragraph 10 - Mullins Lecture. He asked for any suggestions for a lecturer for 2020, noting that a very high powered speaker was the norm.</p>	
9.19	<p>Finance and Audit. Brig Wertheim made the following points:</p> <p>1. Cover costs were commendably greatly reduced and below budget to date.</p> <p>2. Professional Fees were over budget due to the scoping exercise for the SE corner development which had resulted in three options all of which would result in an increase in laboratories from 4 large and 4 small to 12 large and an increase in Dining Hall capacity from c200 to c450. Governors and the Trustees of the Charitable Funds would need to decide in due course how much of the reserves to commit to the scheme when submitting a bid for funding.</p> <p>3. Para 6 of the 2019/20 Budget Paper had an alarming budget deficit of £210K but this assumed the worst case of no extra funding to cover the increase in employers' contributions for teachers' pensions. He noted that so far funding had been promised by the Government for one year only.</p>	

	<p>4. Both the Academy and the Charitable funds were otherwise healthy with significant reserves and surpluses were invested for income. He thought it important that parents were advised how their income appeal donations were utilised.</p> <p>5. He said that the 18 March Meeting had been his last as Chair and member of the Finance & Audit Committee and Governor. The Chair thanked him for his significant contribution.</p>	
10.19	<p>School Evaluation and Review.</p> <p>1. Governor Visits. The Chair thanked Dr Green for a very interesting and comprehensive report.</p> <p>2. Trip/Visit Summary. The Chair reminded governors that they had a duty to confirm that visits had an educational purpose. It was agreed that all trips listed had educational benefit.</p>	
11.19	<p>School Development Planning.</p> <p>1. Strategic Plan 2019/22. The Headmaster reminded governors that this was a high level strategic document and drew attention to the main new key issues: girls in the Sixth Form and the international possibilities that were currently being considered.</p> <p>2. School Improvement Plan 2018/19. The Headmaster explained that Paper was the half year update of progress against targets. He noted and answered questions as follows:</p> <p>a. Page 1 - Social Mobility. There had to date been no governor visits to junior schools this year, and few last year due to diary difficulties and he suggested that, to overcome this, any governors prepared to visit a school should inform the School Secretary with preferred dates and school (if appropriate) by the end of this term so that visits could be arranged over next.</p> <p>b. Page 4 – Sixth Form Supervised Study. In answer to a question the Headmaster said that supervised study was timetabled and therefore compulsory and that boys liked it, worked well within it and achieved a lot. Much of the supervision was by him and the Deputy Headmaster and therefore at no extra cost to the School because they could work while supervising.</p> <p>c. Governor Visits. The Chair encouraged governors to visit their links/ link areas regularly.</p>	
12.19	<p>Discipline Panel Report. Miss Horsburgh reported that many of the social media posts had been very offensive and upsetting to staff and that the boys concerned had been appropriately disciplined with the periods of exclusion given by the Headmaster being confirmed. Moreover, it was apparent that the Headmaster’s evidence to the</p>	

	Panel had brought home to the parents the severity of the offence.	
13.19	HM Mid-Year Review. The Review was noted.	
14.19	International Working Group Report. Mrs Harwood Lincoln reported that the presentation by the Headmaster of Pate's Grammar School about their sponsorship of a Chinese school had been useful and that Pate's were now considering setting up a school in the UK for Chinese. The Chinese had funded the setting up costs and it was suggested that there was little need to pay for a UK facilitator as the Department of International Trade should be approached to facilitate because the Government was very keen on such links due to Brexit. AFTERNOTE A full brief is attached.	
15.19	Update on General Data Protection Regs. The Company Secretary reported that, after advice, consent had been deleted as the legal base for collecting and processing data and been replaced by, for example, 'contract' or 'to comply with a legal obligation & perform an official task in the public interest'. This is an advantage because consent can be withdrawn and therefore it would be unwise to use it as the legal base for eg pupil data. The expansion of the data list and retention periods was ongoing.	
16.19	Company Secretary's Business. Nil.	
17.19	Any Other Business. Nil.	
18.19	Date of Next Meeting. Tuesday 14 May 2019 at 1700 in The 6 th Form Common Room	

Meeting ended at: 1849

Enclosure:

1. Points From Pate's International Experience dated 19 Feb 19.