

	<b>Bishop Road Primary School Governing Body</b> <b>Chair:</b> Mrs Lorraine Woodward <b>Vice-Chair:</b> Mr Justin Vafadari <b>Clerk:</b> Ms Janet Bremner	<b>Address:</b> Bishop Road, Bristol BS7 8LS <b>Telephone:</b> 0117 9030483 <b>Website:</b> <a href="http://www.bishoproad.bristol.sch.uk/">http://www.bishoproad.bristol.sch.uk/</a> <b>Head Teacher:</b> Mrs Gillian Powe <b>Deputy Head Teacher:</b> Mr Joe Emissah
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## GOVERNING BODY MEETING – TERM 3

Held in Bishop Road Primary School on Thursday 2<sup>nd</sup> February 2023 at 6.15pm

### APPROVED MINUTES

Name	Position	Initials	Present	Apologies	Absent
Thomas Barr	Staff Governor	TB	√		
Alex Edwards	Co-opted Governor	AE	√		
Joe Emissah	Associate Member (Deputy Head Teacher)	JE	√		
Matt Gitsham	Co-opted Governor	MG	√		
Simon Jones	Co-opted Governor	SJ	√		
Sally Lucas	Parent Governor	SL		√	
Gillian Powe	Head Teacher	GP		√	
Cedric Sanguignol	Co-opted Governor	CS	√		
John St Leger	LA Governor	JSL		√	
Justin Vafadari	Co-opted Governor & Vice Chair	JV	√		
Rachel Whitfield	Parent Governor	RW		√	
Liang Fong Wong	Co-opted Governor	LFW	√		
Lorraine Woodward	Co-opted Governor & Chair	LW	√		
<b>In attendance</b>					
Janet Bremner	Clerk	JB	√		

Question from the committee	Action	Decision
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ITEM	MINUTE	ACTION
1.	<b>Welcome &amp; Apologies for Absence</b>  The meeting began at 6.25pm. LW welcomed TB back to the FGB as the newly elected staff governor.  Apologies were received and accepted from JSL, GP, SL & RW. The meeting was noted to be quorate. Those present confirmed there were no changes to their business and pecuniary interest declarations.	
2.	<b>Governance</b>  <b>Appointment of Co-opted governor</b> LW recommended the appointment of SJ as a co-opted governor. <b>Approved.</b> LW welcomed SJ to the meeting,	



**Break for Strategic Finance Training Session. FGB recommended 8.15.**

<b>3.</b>	<b>Playground Equipment Proposal</b>	
	LW referred to the report in the meeting folder. Governors confirmed that they had read the proposal and were happy for the funding to be allocated on the basis outlined in the report. <b>Expenditure approved.</b>	
<b>4.</b>	<b>School Financial Value Standard (SFVS)</b>	
	LW referred to the draft SFVS in the meeting folder. She noted that there were only small updates from the previous year. <b>Approved for submission. Action LW</b>	<b>LW</b>
<b>5.</b>	<b>Policies</b>	
	<b>Pay Policy.</b> Governors confirmed the approval of the Pay Policy that had been done via GovernorHub in December 2022. <b>Pay Policy approved.</b>	
<b>6.</b>	<b>Governance structure</b>	
	LW referred to the proposal to reallocate responsibilities of Staffing Committee to FBH&S and Teaching & Learning for the remainder of 22/23 with a view to adopting a two-committee structure from 23/24 with new Terms of Reference for the committees. <b>Proposal agreed.</b> New meeting date to be found for the additional FBHS committee and agreed to give that extra meeting a focus on premises. <b>JB to find new meeting date.</b>	<b>JB</b>
<b>7.</b>	<b>Additional Matters</b>	
	LW reported that the school had received a letter from Bristol CC in relation to pension contributions for cleaning staff. LW to work with the school to identify what action, if any, is necessary and will involve governors if required. <b>Action LW</b>	<b>LW</b>
<b>8.</b>	<b>Date &amp; Time of Next FGB Meeting</b>	
	Thursday 16th March 2023 18.15 – 20.15 In person meeting in the Edgar Hall	

The Meeting ended at 8.30pm

**Minutes agreed to be a true and accurate record of Full Governing Body Meeting, Thursday 2<sup>nd</sup> February 2023**

Signed



Date

16.3.23.

Item	Actions agreed T3 FGB	Who by	Deadline
<b>4.0</b>	<b>Submission of SFVS</b>	<b>LW</b>	<b>By Deadline</b>
<b>6.0</b>	<b>Additional date for FBHS meeting</b>	<b>JB</b>	<b>ASAP</b>
<b>7.0</b>	<b>Work with school on pension contributions query</b>	<b>LW</b>	<b>ASAP</b>

	Decisions taken	Action taken
<b>2.0</b>	<b>SJ appointed as a co-opted governor</b>	<b>GH and Website updated</b>
<b>3.0</b>	<b>Playground Equipment. Expenditure agreed as per proposal</b>	<b>School notified</b>
<b>4.0</b>	<b>School Financial Standard approved for submission</b>	<b>School notified</b>
<b>5.0</b>	<b>Revised temporary subcommittee structure approved</b>	<b>GH updated</b>