



PART 1 OF THE FULL GOVERNING BODY MEETING	
Agenda <input type="checkbox"/>	
Minutes <input checked="" type="checkbox"/>	
Date	22 nd November 2021, 5pm
Venue	Brackenfield School; Teams

Please read papers in advance of the meeting ready to discuss and ask questions

AGENDA ITEM 957	Welcome and Apologies for absence		
Notes	GOVERNOR	REASON	ACCEPTABLE
	Kimberley Hamblett	Childcare	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

GOVERNOR	ROLE	IN ATTENDANCE
Suzanne Millership-Liddle	Chair	<input checked="" type="checkbox"/>
Trish Turner	Head Teacher	<input checked="" type="checkbox"/>
Leigh Thomas	Staff Governor	<input checked="" type="checkbox"/>
Margaret Griffiths	LA Governor	<input checked="" type="checkbox"/>
Howard Griffiths	Co-opted Governor	<input checked="" type="checkbox"/>
Kimberley Hamblett	Parent Governor	<input type="checkbox"/>
Kimberley Maycock	Clerk	<input checked="" type="checkbox"/>

AGENDA ITEM 958	Declarations of AOB
Notes	<ol style="list-style-type: none">1. A 5th Generation iPad, Serial number F9FVJPSAHLFC has been damaged by a student beyond repair we require governors' approval to dispose of this.2. James Corden, Assistant Headteacher would like to join the Brackenfield Governing body as a co-opted Governor.
Discussion:	<ol style="list-style-type: none">1. Governors approved that Brackenfield SEND school dispose of 5th Generation iPad, Serial number F9FVJPSAHLFC due to the damage.2. TT - James Corden is the assistant head at Carlton Le Willows school. We have been supporting the school with work around Attachment and they have been supporting Brackenfield with HR matters. James brings vast knowledge and experience of schools from a mainstream background. <p>All governors agreed to Co-Opt James to the Governing body.</p>

AGENDA ITEM 959	Part 1 Minutes from Full Governors meeting 11th October 2021
Notes:	Part 1 Minutes from Full Governors meeting 11th October 2021

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Signed: Date.....17th Jan 2022.....



Discussion:	Signed as a true and accurate record of the meeting
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AGENDA ITEM 960	Governor Resignation
Notes:	Pamela Holder resigned with immediate effect from her role as a parent Governor on 19 th October 2021. Pamela enjoyed her time as a Governor and has learnt a lot from the experience but has found the role difficult to commit after launching her own business.
Discussion:	SML – I Spoke to PH after the last Governors meeting and PH doesn't have the time now she has launched a new business. Governors accept the resignation of PH

AGENDA ITEM 961	Keeping Children Safe in Education Part 1
Notes:	Please could you all confirm you have read Part 1 of the Keeping Children Safe in Education Policy: https://brackenfieldschool354.sharepoint.com/sites/Governors/Shared%20Documents/2021-2022/MER%2022nd%20Nov%202021%20-%20Mid%20Year%20Budget%20review/Papers%20for%20Governors/KCSIE_2021_Part_One_September.pdf
Discussion:	SML to read through tonight and email KM to confirm. HG and MG have read and understood Part 1 of the KCSIE, no questions raised.

AGENDA ITEM 962	Mid-Year Budget review report from Patch Officer
Notes:	Budget letter to Governors 16th November 2021 Autumn Term report to Governors 16th November 2021
Discussion:	SML attended the meeting the patch officer and SLT, this was a very positive meeting. TT – Notification from the Local Authority 3 weeks ago, we now have 134 brought places, we have 136 on role but this gives the school a good stability for the future. SML – This great for moving the school forward. TT – There is an overspend over on staffing as we moved to 14 classes due to pupil numbers which we hadn't budgeted for but was written in the 3-year plan presented to Governors at the beginning of the school year and means we can move forward with the plans for the school. No questions raised all governors happy with the Mid-year budget report.

AGENDA ITEM 963	Please see Part 2 Agenda
Discussion:	LT asked to stay for the first AOB of the part 2 Agenda

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AGENDA ITEM	DATE OF NEXT MEETING/S			
Discussion:	Date of meeting	Time	Date papers will be circulated	Focus
	22 nd November 2021	17.00	15 th November 2021	Mid-Year Budget
	17 th January 2022	17.00	10 th January 2022	MER 2 Feedback
	28 th March 2022	17.00	21 st March 2022	MER 3 Feedback and Budget Ratification
	27 th June 2022	14.00	20 th June 2022	MER 4 and Summative Feedback for Year
	18 th July 2022	17.00	11 th July 2022	Setting SIP-SEF 2022-2023

Questions from the new Governance Handbook January 2017 in relation to finance that governors may wish to use:

- Are resources allocated in line with the organisation’s strategic priorities?
- Does the organisation have a clear budget forecast, ideally for the next three years, which identifies spending opportunities and risks and sets how these will be mitigated?
- Does the organisation have sufficient reserves to cover major changes such as re-structuring, and any risks identified in the budget forecast?
- Is the organisation making best use of its budget, including in relation to planning and delivery of the curriculum?
- Does the organisation plan its budgets on a bottom up basis driven by curriculum planning (i.e. is the school spending its money in accordance with its priorities) or is the budget set by simply making minor adjustments to last year’s budget to ensure there is a surplus?
- Are the organisation’s assets and financial resources being used efficiently?
- How can better value for money be achieved from the budget?
- Is the organisation complying with basic procurement rules and ensuring it gets the best deal available when buying goods and services in order to reinvest savings into teaching and learning priorities?
- Is the organisation taking advantages of opportunities to collaborate with other schools to generate efficiencies through pooling funding where permitted, purchasing services jointly and sharing staff, functions, facilities and technology across sites?

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