

WHITBY SECONDARY PARTNERSHIP FULL GOVERNING BODY MEETING

Tuesday 13 May at 5.30pm
By Zoom

Present: Pen Cruz (Chair), Carolyn Watkinson, Simon Riley, Andy Fyfe, Mark Taylor, Jane Mortimer, Jackie Hunter (Bursar CCW) and Elizabeth Hutton (Bursar Eskdale)

Apologies: None

In attendance: Sally Nedley (Clerk)

MINUTES

ITEM	NOTES	ACTION
1	<p>Apologies and Consent to Absence None</p>	
2	<p>Reminder of Confidentiality Governors were reminded of the need for confidentiality.</p>	
3	<p>Declarations of Interest Governors were reminded of the need to declare any interests in items on the agenda. No interests were declared.</p>	
4	<p>Minutes of the meeting on 25 March 2021 The minutes were agreed as a true record. Matters Arising The governors confirmed their outline approval for the LA to look further in to the proposal of a Pump Track behind CCW as discussed at the meeting.</p>	
5	<p>Licensed Deficit – standing item There are now no licensed deficits for either school.</p>	
6	<p>Meeting dates The next Full Governing Body meeting has been moved to Tuesday 22 June and it will be in person rather than by Zoom.</p>	
7	<p>Resignation of Clerks to Governors Both Clerks have resigned due to other work commitments. Governors will seek to appoint a new clerk either locally or through the NYCC.</p> <p>Governor Resignations Mark Young, Barry Harland and Sarah Hugill have resigned from the governing body. The governors' intention is to elect one staff governor and co-opt another and to elect two parent governors. This process will begin after half-term. There is also the potential to co-opt governors on the board.</p>	
8	<p>Finance Reports - Outturns and Start Budgets The governors had received copies of the budget reports from the bursars prior to the meeting and they were discussed at the Finance and Staffing Committee.</p> <p>Eskdale The school did experience some savings during lockdown but not significant ones. The school is in a good position financially because of the carried forward figure for the year. There will be an in-year deficit going forward for the next two years and this will need to be addressed. MT offered to discuss this with AF and the bursar.</p> <p>Caedmon College There were some savings during lockdown and there was a saving on capital expenditure as projects were delayed. There is a loss on the Alternative Provision budget but this does</p>	

	<p>not have an impact on the overall budget. There were some additional costs around covid, i.e. setting up the Covid testing etc. The position is looking a lot more positive for CCW and the governors expressed their thanks to SPR and the Finance Manager for this improvement.</p> <p>The Governors approved the Start Budgets.</p>	
9	<p>Contracts Review Schedules</p> <p>The governors had received copies of the NYCC contract schedules for both schools with the agenda. Both schools use the NYCC cleaning service and are very pleased with the service. A governor asked if one contract could be arranged to cover the three sites with a view to saving some money but NYCC are quite specific about contracts for each site with cleaners attached to that site. The Eskdale Bursar asked whether it was worth looking at bringing the catering for the three sites in-house as there is always a deficit on the catering budget. The CCW Finance Manager said that this had been looked at in the past but the cost of staffing and insurance was too high. This will be discussed between the Federation and County Caterers after half term.</p> <p>The governors approved the contract schedules.</p>	
10	<p>Report from the Finance and Staffing Committee</p> <p>As all governors present at this meeting were present at the Finance and Staffing committee meeting no verbal report was given.</p>	
11	<p>School Improvement Reports</p> <p>The governors had received copies of the two School improvement Reports, each led by the advisor James Durran. All the 'virtual' visits were positive.</p> <p>CCW</p> <p>Two virtual visits were made on 25 February and 19 March 2021. One was to review the leadership of curriculum & teaching and learning and the second covered Safeguarding.</p> <p>Eskdale</p> <p>Two virtual visits were made on 23 March and 16 April 2021. One covered Safeguarding and the second was to review progress with the development plan.</p>	
12	<p>Safeguarding Audits</p> <p>The Safeguarding Audits for CCW and Eskdale were sent to governors at the end of March. The governors confirmed that these had been read and they were happy to ratify them both.</p>	
13	<p>Link Governor Report, Link Governor Theme and Governor Monitoring Work update</p> <p>These items will be moved to the agenda for the meeting on 22 June 2021.</p>	Clerk
14	<p>Opportunity Area Update</p> <p>A proposal will be produced on how the money from the Opportunity Area is to be spent, the timescales involved and how it will be administered. There will be an immediate amount of money available to enhance the WiFi at Eskdale and to provide a three-year subscription to Unifrog.</p>	
15	<p>Updates from the Head Teachers</p> <p>The head teacher of CCW gave the governors a report on staffing which is contained in the confidential minutes.</p>	
16	<p>Update from the Chair</p> <p>The Chair is meeting with Human Resources on Friday 14 May 2021 to discuss the Health and Well Being Survey and the amendments suggested by the governors. The Unions have run their own survey with staff but, as yet, have not shared their findings with governors.</p>	
17	<p>Any urgent safeguarding items</p> <p>The police have been involved in dealing with some anti-social behaviour in Pannett Park.</p>	

18	<p>Policies for approval</p> <ul style="list-style-type: none"> • WSP Budget Management • WSP SEN • CCW Cover Policy • CCW Physical Activity Policy • CCW Numeracy Policy • CCW Acceptable Use Policy • CCW Portable Media and Encryption Policy • CCW Staff Computing Policy • CCW Social Media Policy • CCW Lone Worker Policy • Sixth Form Bursary Policy <p>All policies were approved by the governors and will be uploaded to the website.</p>	
19	<p>Any Other Urgent Business See the confidential minutes.</p>	
20	<p>To approve Confidential minutes and any other Confidential Items Governors approved the confidential minutes from 25 March 2021.</p>	
21	<p>Date of the Next Meeting Thursday 24 June, 5.30pm.</p>	

Signed by the Chair:

Pen Cruz