

**Minutes of Brunswick & Colleges Nursery Schools
Full Governing Body Meeting
held at Colleges Nursery School on
Tuesday 3 March 2020, 7.00pm**

Agenda item		Action by
	<p>Governors present: Amanda Bannister, Louise Bedford, Gill Learmond, Chris Willis Pickup, Joye Rosenstiel, Lisa Faulkner, Carolyn Purser, Davide Fiorentino, Marie Mensah, Phil Summerton, Kerry Walpole (from 7.15pm)</p> <p>Others present: Emma Dean & Hazel Belchamber (LA), Sonia Swindells (clerk)</p> <p><i>The meeting was quorate</i></p>	
1.	Chris welcomed Emma & Hazel to the meeting.	
	<p>Apologies: Received and accepted from Ysanne Austin.</p>	
2.	<p>Declaration of Eligibility/register of pecuniary interests There were no pecuniary interests for this meeting.</p>	
3.	<p>Federation with The Fields Nursery School – see separate confidential minute</p>	
	<p>After a short break, Chris reconvened the meeting at 8.30pm He suggested as item 3 had slightly overrun that any items not covered tonight could be looked at the meeting on 28 April.</p>	
4.	<p>Next meeting dates Budget Ratification – Tuesday 28 April 12.45pm at Brunswick Nursery School (30 mins) FGB - Tuesday 16 June 2020, 7.00pm at Brunswick Nursery School</p>	
5.	<p>Minutes from the last meeting & Matters arising: Minutes from the last FGB meeting had been circulated with the Agenda. Matters arising No matters arising that were not covered by the current agenda. The minutes were agreed and signed as a true record of the meeting.</p>	
6.	<p>Draft Minutes from M&R, Salary Committees – These were for information only.</p>	

7.	<p>Head teacher's report: The written report had been circulated prior to meeting.</p> <p>Recording & Reporting Racist Incidents: There were no reports of racist incidents.</p> <p>Review pupil exclusions: There were no exclusions.</p> <p>Chris asked if anyone had any questions relating to the report.</p> <p>Forest Schools – Joye asked about the new venue for the forest trips. Amanda stated that an official licence had been signed with the City Council for one year. Several groups had already visited. She issued an open invitation to any governor who would like to accompany the trips from either Colleges or Brunswick. Carolyn stated that she would be carrying out a governor visit to the forest later this term.</p> <p>Admissions – numbers for September low in both Colleges & Brunswick. Agreed to update governors at the April meeting.</p>	<p>All</p> <p>Carolyn Amanda/ Sonia</p>
8.	<p>Daisy Room – The spring term report had been circulated prior to the meeting.</p> <p>Chris, Amanda and Carolyn had had a brief discussion around this matter prior to the FGB.</p> <p>The deficit in the Daisy room is slightly less than originally thought. This is due to the funding for 3 year olds (who are still in the Daisy room) going into the Nursery's budget figures.</p> <p>The current attendance numbers are good. However, continual monitoring of the situation is necessary and Chris suggested that a review take place with Helen in 6 months' time to review progress. A further review to take place in March 2021 to look at staffing and pupil numbers.</p> <p>It was agreed that a certain amount of deficit could be absorbed by the nursery as the children would then feed into the nursery but this had to be at a realistic level.</p>	<p>Chris/ Amanda/ Helen</p>
9.	<p>Finance & SFVS– A summary report had been circulated prior to the meeting.</p> <p>Kerry to see Joann next week regarding SFVS.</p> <p>Chris stated that at the recent M&R committee meeting ways of spending surplus budget money to prevent 'claw back' by the LA had been discussed. One of the suggestions was to replace the decking in the Brunswick garden. One quotation had been obtained an additional comparison quotation had been requested.</p> <p>It had also been agreed to prepare a Reserves policy to shield against possible funding cuts.</p>	<p>Kerry/Joann</p> <p>Chris/Louise</p> <p>Chris/Joann</p>
10.	<p>Data Protection (GDPR) - Sonia had arranged an audit visit from our DPO, Donna Flynn for Brunswick on 25 March. It was hoped that following this a self-audit could be carried out at Colleges.</p>	<p>Sonia</p>
11.	<p>Policies – SCR (Single Central Record) – Kerry to review both Colleges & Brunswick's Single Central Record when she meets with Joann on 10 March.</p>	<p>Kerry</p>
12.	<p>Governor Monitoring Visits – A schedule of visits to be produced for 2019/2020.</p>	<p>Sonia</p>
13.	<p>Safeguarding – Amanda stated that as she had already said at both the C&M and C&S committees the threshold for getting social care involved with children has risen yet again. Also communication from social care is poor e.g. not getting dates of TAF/SIN meetings until either the day before or in some instances on the day of the meeting. Amanda will bring this to the attention of the Education Safeguarding Board Meeting in March.</p> <p>Child Protection & Safeguarding governor - Davide agreed to take on this role with assistance from the associate governor, Keara.</p>	<p>Amanda Davide Keara</p>

<p>14.</p>	<p>Any Other Business: <i>Governor's terms of office</i> – Several governors' terms of office were expiring or had expired since the last FGB. All governors agreed to continue in their current positions until 1 September 2020 when this would be reviewed. Chris also asked governors to put forward any names of people who may be willing and able to sit on the governing body as there were still vacancies. <i>Cake sales at Colleges</i> – Davide asked if it was possible to make a donation to the school instead of cake baking. Amanda confirmed this and she would ensure this was made clear to all parents. <i>Integration Committee</i> - Sonia to email all governors asking for volunteers. The terms of reference for this committee would be looked at in April.</p> <p>Chris closed the meeting by thanking everyone for their input and reminding them that item 3 was strictly confidential.</p> <p>Date of Next FGB Meetings: Budget Ratification – Tuesday 28 April 12.45pm at Brunswick FGB - Tuesday 16 June 2020, 7.00pm at Brunswick</p> <p>Dates for other meetings: Management & Resources Committee Tuesday 28 April 20 1.30pm at Brunswick Care & Marketing Committee Tuesday 12 May 1pm at Colleges Curriculum & Standards Committee Tuesday 2 June 1pm at Colleges</p> <p>Meeting Closed: 9.10pm</p>	<p>Amanda</p> <p>Sonia/All</p>
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