

**Ss JOHN FISHER AND THOMAS MORE RC HIGH SCHOOL**

**SUMMER TERM 2023**

**MINUTES OF THE GOVERNING BOARD MEETING HELD ON  
THURSDAY 6 JULY 2023 AT 4.00PM IN THE SCHOOL**

**PRESENT**

Mr P Gauntlett (Chair)  
Mr C Beesley  
Mr P Adefuye  
Mr C Hindmarch  
Mr S Earing  
Msgr P Wilkinson  
Ms C Hayes (Head Teacher)

**IN ATTENDANCE**

Mr J Halshaw (Clerk)

**2318**

**OPENING PRAYER**

The meeting opened with a prayer.

**2319**

**APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Mrs J Stansfield.

**2320**

**DECLARATION OF INTEREST**

There was nothing to report under this item.

**2321**

**SECTION 48 INSPECTION**

Dr A Cheetham attended the meeting for this item.

Governors were provided with a PowerPoint presentation regarding Section 48 Inspections.

Following the presentation, Governors asked the following questions;

Q. When was the last time the school had a Section 48 Inspection?

A. 2016.

Q. When was it likely that the school would next be inspected?

A. 2024.

Q. How much notice would be given for an inspection?

A. 2 working days.

Q. How long would the inspection last?

A. Two Inspectors would visit the school for 2 days.

Q. Can the Standards and Effectiveness Committee Terms of Reference be amended to enable them to review the Quality of Education in RE?

A. Yes.

Q. Following the RE SEF being updated over the summer, could it be submitted to the autumn term meetings of the Catholic Life of the School Committee and the Standards and Effectiveness Committee?

A. Yes. As the Standards and Effectiveness Committee and Catholic Life of the School Committee would be responsible for monitoring the preparation for the Section 48 Inspection on behalf of the Governing Board.

Early in the autumn term 2023, an external consultant would come into school to put a spotlight on the RE Department.

Dr Cheetham was thanked for his report and left the meeting.

## **2322**

### **MEMBERSHIP OF THE GOVERNING BOARD**

There were vacancies on the Governing Board for;

2 x Foundation Governors

Governors noted that Mr Stock had not attended any meetings for some time.

**RESOLVED**

That the Clerk write to Mr Stock to enquire whether he wished to remain a member of the Governing Board.

**2323**

**LOCAL AUTHORITY ITEMS**

**i. SCHOOL SAFEGUARDING SERVICE UPDATE**

Governors received a report from the School Safeguarding Service regarding Safeguarding training for Governors.

Some Governors had attended Safeguarding training. Further Safeguarding training would be arranged for all Governors in the autumn term.

**RESOLVED**

That the report be noted.

**ii. WELLBEING PROVISION FOR STAFF**

Governors received a Wellbeing report provided by the Local Authority. They discussed the content of the report and;

**RESOLVED**

- i. That the report be noted.
- ii. That Wellbeing be considered by the **Resources Committee**.

**iii. INFORMATION AND UPDATES**

The Local Authority had provided the following information for noting/discussion;

- a. Governor vacancies
- b. Local Authority Governor vacancies
- c. In-year School Admissions in Lancashire
- d. School Admissions 2025/2026
- e. Academisation
- f. External Review of Governance
- g. Lancashire Association of School Governing Bodies

**RESOLVED**

That the information be noted.

**2324**

**MINUTES OF THE LAST MEETING****RESOLVED**

That the minutes of the last meeting held on 23 March 2023, having been circulated previously be accepted as a correct record and signed by the Chair.

**2325**

**MATTERS ARISING**

There were no matters arising.

**2326**

**REPORTS FROM COMMITTEES**

The minutes from the following Committee meetings were received and noted:

Standards and Effectiveness	24 April 2023
Standards and Effectiveness	2 May 2023
Resources	11 May 2023
Catholic Life of the School	15 June 2023
Pupil Welfare	15 June 2023
Resources	19 June 2023

**Matters Arising**

- A recent meeting had been held with the architect regarding the expansion project.

At this meeting, alternative plans were tabled as the original plans had been over budget by approximately £400,000.

Staff at the school and Governors did not believe that the new plans were suitable, so had asked for the original plans to go out to tender once again with five companies, including some local companies, being asked to tender.

Tenders would go out on 7 July 2023 and companies would have 4 weeks in which to submit their tenders.

If all went to plan, it was hoped that work would start in November 2023.

Before the expansion project started, a lot of work would have to be done to address asbestos issues in the school. This work would be undertaken during the summer holidays.

Some funding had been set aside in the budget for works which the Governors could agree to complete if there was not enough funding available for the expansion.

Governors placed on record their thanks to Mr Earing for the work he had undertaken regarding the school expansion.

- A Health and Safety Executive Officer would be visiting school in the near future following the recent chemical spillage in the lab.

**2327**

**SCHOOL BUDGET 2022/2023 - OUTTURN STATEMENT**

**RESOLVED**

That Governors note the out-turn figure of £451,230 at the end of the 2022/2023 financial year.

**2328**

**SCHOOL BUDGET 2023/2024**

The Governing Board considered the proposed budget of £5,646,600 for the 2023/2024 as recommended by the Resources Committee.

**RESOLVED**

That the proposed budget of £5,646,600 for 2023/2024 as recommended by the Resources Committee be approved.

**2329**

**NOMINATED GOVERNOR REPORTS**

There were no Nominated Governor Reports.

2330

**HEAD TEACHER'S REPORT**

The Head Teacher presented her written Report providing information on events that had taken place since the last meeting. The following points were discussed:

**Duke of Edinburgh's Award Scheme**

- Q. Who would be involved in the Duke of Edinburgh's Award Scheme and when would it start?
- A. A small number of Year 9 pupils would be involved in the scheme from September 2023. If the scheme went well, the numbers involved would increase in the future.

**Ski Trip**

- Q. Was there a further updated on the ski trip?
- A. There was no further information at present.

**RESOLVED**

That the Head Teacher's Report be received with thanks.

2331

**CHAIR'S ACTION**

The Chair advised Governors that he had approved the transfer of £3.8 million from the Local Authority to the Diocese.

**RESOLVED**

That the Chair's Action be agreed.

2332

**CALENDAR OF MEETINGS FOR 2023/2024****RESOLVED**

That a proposed Calendar of Meetings be emailed by the **Clerk** to all Governors.

**2333**  
**CONFIDENTIALITY**

**RESOLVED**

That no minutes from the meeting be deemed as confidential.