



# New Hinksey CE Primary School

Vicarage Road Oxford OX1 4RQ

Tel: 01865 242169 Fax: 01865 242169

Email: [office.3213@new-hinksey.oxon.sch.uk](mailto:office.3213@new-hinksey.oxon.sch.uk)

Website: [www.new-hinksey.oxon.sch.uk](http://www.new-hinksey.oxon.sch.uk)

Headteacher: Mrs Charlotte Haynes

**DRAFT**

---

*Minutes of Full Governing Body meeting held on Wednesday, 8<sup>th</sup> March 2017*

---

**Present:**

Catherine Unia (CU), Olivia Selinger (OS), James Webber (JW), Jean Kirkley (JK), Christine Hill (Chi), Charlotte Haynes (CH), Harm-Jan Fricke (HF)

**Apologies received:**

Jasper Smith (JS), Louise Sumser (LS), Tracey Haslam (TH), Ollie Raikes (OR)

**Absent:**

Fr James Wilkinson (FJW), Bob Price (BP), Miriam Jackson (MJ)

The meeting took place without a clerk. Summary notes of agreements and action points were taken by CH and HF.

The meeting started at 6.35 and finished at 7.40 pm

Item	Agreement	Action point
<b>1. Welcome and apologies</b>	The meeting was quorate and apologies for attendance that had been received were accepted	
<b>2. Notification of any urgent business not on the agenda</b>	None	
<b>3. Declarations of interest</b>	Chi is the grandmother of one of the school's pupils. CU is a foster carer of one of the school's pupils	
<b>4. Ratification of minutes of the FGB meeting of 31<sup>st</sup> January 2017</b>	a. JK had not received the minutes b. The minutes were approved as correct.	a. <b>HF</b> to send minutes of 31.1.17 meeting to JK
<b>5. Matters arising not covered elsewhere on the agenda</b>	a. 31.1.17 minutes item 5: photos b. Item 5: behaviour policy c. Item 7: confidential minutes	a. <b>OS and JK</b> to send photo to JS b. <b>HF</b> to check dates of policy as posted on website c. <b>HF</b> to chase previous clerk for these minutes d. <b>HF</b> to initiate work

***Parents are welcome in our school***

Signature

Date

	<p>d. Item 10: school future working party</p> <p>e. Item 10: exploring possible funding for school work. OS had followed up with Ben Armstrong</p>	<p>e. <b>CH and HF</b> to think about 'wish list' of work and activities to consider in possible bids</p>
<b>6. P&amp;S Committee meeting minutes 11.1.17</b>	No issues were raised	
<b>7. Governor visits/learning walks</b>	Next one focusing on Reading: to take place on Thursday 23 <sup>rd</sup> March 10.30 – 11.30 am	<b>Chi, JW and JK</b> to take part
<b>8. School finances</b>	Information as in second item on the Headteacher's Report (tabled). Next FGB meeting will consider and agree next year's budget (see item 14)	
<b>9. Policies to be ratified</b>	None	
<b>10. Health &amp; Safety Report</b>	Nothing to report: actions are being implemented as per agreed details in previous report	
<b>11. Headteacher's report (tabled):</b> <ul style="list-style-type: none"> <li>a. Lunchtime supervision</li> <li>b. Premises</li> <li>c. Safeguarding, etc.</li> <li>d. Racial/Homophobic incidents</li> <li>e. Dates for Governors</li> <li>f. New website</li> <li>g. Pupil progress data</li> </ul>	<p>Issues in the report were discussed.</p> <p>Changes to lunchtime supervision be introduced after Easter break</p> <p>Dates: attention was drawn to possible joint St Ebbes/New Hinksey briefing for governors on academies (25<sup>th</sup> May early evening: t.b.c.)</p>	<p><b>HF</b> to circulate report to those not present.</p> <p><b>Governors</b></p>
<b>12. Parent Governor vacancy</b>	Information about candidates has been circulated to parents and was tabled at the meeting. Election to take place on Thursday 16 <sup>th</sup> March. Polling open 8.30 to 9.00 am; 2.55 to 3.20 pm; and 6.30 to 7.00 pm (latter	<p>Polling 'booth' 'supervisors':</p> <p>8.30 to 9.00: <b>CU and HF</b></p> <p>2.55 to 3.30: <b>JW and HF</b></p> <p>6.30 to 7.00: <b>Chi and HF</b></p>

	during International evening)	
<b>13. Parent Governor issues</b>	None	
<b>14. Dates of future meetings</b>	<b>FGB:</b> Friday 28 <sup>th</sup> April, 4.00 to 5.30 pm (main topic: agree 2017-18 school budget), and Tuesday 4 <sup>th</sup> July, 6.30 to 8.00 pm <b>P&amp;S Committee</b> date to be re-arranged <b>Resources Committee:</b> Thursday 13 <sup>th</sup> July	P&S Committee: <b>JS</b> to arrange new date