



**Archbishop of York's CE Junior School & Bishopthorpe Infant School
Minutes of the Local Governing Body meeting held on 17th January 2023 at
6pm at Bishopthorpe Infant School**

Present:

Kerry Davies, Executive Headteacher	Tim Andrew
Fiona Phillips (Chair - AYJS)	Les Holmes
Rachel Mullen (Chair – BIS)	Derek Angood
Carley Ray	Clare Ashton
Simon Bray	Jamie Cooke
Nicola Childs	Emma Draker
Jane Flint	Simon Sykes
Judith Probert	

In Ian Dolben (Link Trustee)
Attendance: Mr Antonio Gargiulo (Assistant Headteacher – BIS)
 Helen Marshall- Groot (Head of Governor Services - Clerk)

1.	<p><u>Opening Prayer</u></p> <p>The meeting was opened with a prayer led by Rev Simon Bray.</p>
2.	<p><u>Welcome and Apologies for Absence</u></p> <p>It had been agreed in advance that Fiona Phillips would Chair the meeting.</p> <p>The Chair welcomed everyone to the meeting, which was an informal opportunity to discuss shared aspirations as a group ahead of a potentially formalising a partnership between the Local Governing Bodies.</p> <p>Apologies were received, with consent, from Ann Cox.</p>
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4.	<p><u>Any urgent items requiring discussion (not on the agenda)</u></p> <p>The Headteacher explained that there were three policies that required review which she would circulate</p>

	<p>to the Chairs to share with governors;</p> <ul style="list-style-type: none"> - SEND Policy (both schools) - Behaviour Policy (BIS) - Relationships and Sex Education (both schools) <p>Governors were asked to review when received and feedback any questions.</p>
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p>	<p><u>Local Governor Matters</u></p> <p>Round Robin Introductions Governors spent time going round the room introducing themselves, including name, brief background, motivation for joining the LGB, main skill set.</p> <p>When completed it was agreed that there was a broad range of skills across the two LGBs.</p> <p>Trust Appointed Governors Agree recommendation of Clare Ashton and Simon Sykes to the Trustees for re-appointment (AYJS) Governors from AYJS approved the recommendation</p> <p>Training needs Governors received the LGB Training Record which the clerk had combined for both LGBs. Training that had not been completed by any governor had been highlighted.</p> <p>ACTION: Clerk to email learning link registration</p> <p>A governor highlighted the NSPCC safeguarding training that was included on the tracker was chargeable and not ideal for this reason.</p> <p>A governor asked, given academy status and Trust oversight, how much finance knowledge was required for the LGB finance function. Mr Dolben explained that it was useful to have one or two governors with a good awareness.</p> <p>It was highlighted that only training completed through CYC or NGA would be automatically added to the tracker by governance service, so any other training would need to make the clerk explicitly aware. ACTION: Governors to email the clerk if training completed was included on the tracker.</p> <p>Skills Audit Governors received the LGB Skills audit which the clerk had combined for both LGBs.</p> <p>It was noted that ‘engaging with stakeholders’ was a low average score and it would be important to engage with the community to provide clear communication on the future joint working or merger of the LGBs and schools.</p> <p>Legal and compliance responsibilities was also low average score however governors noted that they received the support from the Governance service and Trust to mitigate this.</p> <p>There was a brief discussion on the setting of a strategic direction and how progression would be made to evolve as a joint school.</p>

5.5	<p>SWOT analysis</p> <p>Governors spent time writing their thoughts on the strengths, weaknesses, opportunities and threats on post it notes which were collated by the clerk after the meeting. Shared with the minutes as Appendix 1</p>
5.6	<p>Informal discussions</p> <p>Governors broke into small groups to hold informal discussions about the partnership and fed back to the larger group.</p> <p><i>Clerk left the meeting at 7.30pm</i></p>
6.	<p><u>Matters to report to the Board of Trustees</u></p> <p>None</p>
7.	<p><u>Any Other Business</u></p> <p>There was no other business.</p>
8.	<p><u>Date and of next and future LGB meetings</u></p> <p>Agreed in the meeting;</p> <p>Tuesday 14th March 6pm at AYJS</p> <p>Thursday 27th April 6pm at Bishopthorpe Infants</p> <p>Tuesday 20th June 6pm AYJS</p>

These minutes were approved by the joint AYJS/BIS LGC at the meeting held on 14th March 2023