

**Minutes of a meeting of the Governors of Queen Elizabeth Grammar School,
Penrith, held on Thursday 13th December 2018 at 6.00pm in Room E1 (19).**

Present:

Dr T Castles (P) (Chair)	Mrs T Boving-Foster (P)	Mrs K Rae (CoG)
Mr R Shepherd (CoG)	Mr P Airey (CoG)	Mr M Baur (CoG)
Mrs G Gravett (P)	Mr A Worth (S)	Mr C. Hansford
Mr P Buckland (Head)	Mr J Ray [Co-Op]	Mr M Worrall [Co-Op]

Visitors/In Attendance Mr David L Brown (deputy Clerk to Governors)

12 Governors in Attendance

Quorum per Article 114-8 Governors

(one half of governors rounded up to the nearest whole number)

GbS-Governor by statute

MaG-Member appointed governor

CoG- co-opted governor

S- Staff

P-Parent

1. Apologies for Absence

Apologies were accepted for Mrs J Mills [work commitments], Ms S. Warner [attending a funeral] and Dr E Mawson.

2. Declarations of Interest in Agenda Items

None

3. Any Changes in Declarations of Interest

None

4. Minutes of the Governors' meeting on 11th October 2018

These had been circulated; they were amended to complete Minute 3 at the foot of p6 to read "a long-standing engagement" and were approved and signed by the Chair.

5. Matters Arising from those or previous minutes.

- a. Various agenda items had not been available in advance for the current meeting. The Chairman asked for understanding; it was difficult to have all

the papers ready in advance of any governors' meeting but that should continue to be the aim.

- b. On Multi Academy Trusts, which are due to be discussed at the January meeting, governors were recommended to watch a recent documentary, now on IPlayer.

6.1 Report from The Finance and Pay Sub-Committee meeting on 12th November 2018 FG201819(10)

The minutes were received

6.2 The minutes of the Education and Standards Committee meeting held on 22nd November 2018 FG201819(11) were also received.

7. Statutory Accounts for the year ended 31st August 2018 FG201819(12)

The Finance and Pay Committee had met with the auditors on 29th November 2018. In the absence of Mr Chappell, there had been a much heavier burden on the Head and Jeanette Armstrong. The Governors recognized the particular problem in producing this year's accounts for audit and expressed their thanks to both of them. There had been concern over the accounting for the SIF improvements but there appeared to be a very slight chance of payment having to be made back to ESFA. The deficit for the year has resulted in a reduction in reserves to c£250k; projections over the next three to four years show the annual deficit reducing and the expectation is that the reserves should cover future deficits, though some hard decisions will need to be made.

Errors had been less than £5k.

The auditors drew attention to some late invoices and the treatment of the purchase of two iPads as revenue, not capital. Also, the tendering procedure had not been followed to the letter in purchase of the new mini-bus (but then only one supplier had been able to meet the Academy's requirements). The website section on members had been updated and the record of staff pay scales produced to the auditor. VAT partial exemption had proved irrelevant but a calculation had been provided. The Auditors were satisfied that the deposit account exceeding £85k sterling was acceptable in the circumstances.

In short, the accounts are now ready to be signed off and it was agreed nem. con. to do so.

8. FTT data FG201819(13) was received BUT FFT ASPIRE KS4 NEEDS TO BE SENT TO ALL GOVERNORS BY THE CLERK.

98% of students had attained grade 4 or above in English or Maths. Progress figures were good, though the better the intake, the harder it is to achieve good progress figures when measured against the schools with a lower standard of intake. Boys under-performing in comparison to girls remains a worry, not only for QEGS.

Absence rates at 3% and 7% compare favourably with the national figures of 6% and 15 %.

9. SIP FG 201819(14)

The report was received; the intention is to consider a Selective Schools Expansion Bid in early 2019

10. Health and Safety

There were no concerns to report

11. Headteacher's Report FG201718(14)

The Head referred to the Admissions Policy, the wording of which could be clearer. A suggested revised wording will go to Eden DC and be put on the website for the six week consultation period. The principles remain unchanged; THE CLERK WAS ASKED TO CIRCULATE THE REVISED POLICY STATEMENT TO ALL GOVERNORS.

Mrs McWilliams is doing a tremendous job in covering for Miss Coates in her absence, including taking on responsibilities of the Head of Department. Mr Douglas is also managing Mrs Swindlehurst's absence in his department.

Governors who attended the opening of the new teaching block were thanked. The Head was congratulated on all his excellent work in bringing the project to fruition and Mrs Gravett thanked for hers.

12. Notices

None

13. Any items required to be minuted separately

None

14. Items to be added to next agenda

Mrs Boving Foster asked that the governors address future IT policy, including the infrastructure and the IT equipment

15. Date of next Governors' meeting

Thursday, 31st January 2019 -6pm

Meeting closed 7.40pm