

**VICTORIA COUNTY PRIMARY SCHOOL**  
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**BOARD of GOVERNORS**

**OCTOBER 2017**

**Together we aim for the stars**

Minutes of the meeting of the Board of Governors held at Victoria School on  
**Tuesday 3<sup>rd</sup> October**

**Members Present:**

Miss Christine O'Callaghan, Chairperson  
Mr David Adams  
Mrs Lorna Bennett  
Mrs Rebecca Connor  
Mr David Hall  
Mr Simon Husband  
Mrs Judith Jones  
Mrs Nikki Lacey

Mrs Sonia McLaughlin  
Miss Jeanette Minns  
Mrs Helen Moreton  
Mr Mark Petherick  
Mrs Amanda Reynolds  
Mr Rhys Taylor  
Cllr. Mark Wilson

**Apologies**

Mrs Helen Kerr  
Mrs Sam Daniels

**Apologies were given and accepted by Governors.**

**Absent**

Cllr. Rhiannon Birch  
Mrs Amy Twining

**Welcome**

Mr David Hall was introduced as the new parent governor.

**Election of Chair and Vice Chair**

Mrs Nikki Lacey proposed Miss Christine O'Callaghan as Chair and was seconded by Mrs Sonia McLaughlin. Mrs Judith Jones proposed Cllr. Mark Wilson as Vice Chair, and was seconded by Mr Simon Husband.

Miss Christine O'Callaghan proceeded to chair the meeting.

**Minutes of the Meeting held on Tuesday 4<sup>th</sup> July 2017**

The minutes of the meeting of the Board of Governors held on Tuesday 4<sup>th</sup> July were approved by the Governors; proposed by **RT**, seconded by **MP** and signed by the Chairperson.

**Matters Arising:**

See below:

**IT Café**

**CO'C** asked if it would continue this term. **SH** responded that it was a possibility but as yet not confirmed.

### **Governor Nominations for ESTYN Training**

**MP** advised that he had been successful in his application and would commence training next summer.

**LB** was unsuccessful as she had been employed as a teacher and therefore did not meet the criteria.

### **Parking**

**SH** confirmed that groups of YR6 children were still patrolling at the start of the day, which was proving effective.

**MW** expressed his disappointment at the lack of PCSO support – he has contacted them and will continue to do so.

### **Head Teacher Report**

Governors had an opportunity to read this prior to the meeting but **SH** highlighted some key points.

- \*Pupil numbers remain consistent.

- \*The job shares are working well.

- \* Analysis of end of year data has provided some very positive outcomes.

- \*The school improvement plan reflects ESTYN's 5 key areas. **SD** will provide governor's with an overview of each area prior to meeting in their groups.

- \***SH** is currently undertaking performance management observations throughout the school.

- \*The budget remains tight – a new boiler has been installed in the fun house.

- \*It has been a pleasing start to the new year – already lots of celebrations have taken place.

**CO'C** commented that the outside area looked good and recognised the hard work undertaken by Mrs Dobson. **SH** will acknowledge this in the next staff meeting. However, she had noticed that the front of the old caretaker house was looking unkempt and asked if it could be addressed. **SH** will speak to the caretaker.

**LB** asked if the new nursery arrangements were working well. **SH** advised that there had been no negative feedback.

### **Committee Structure and Terms of Reference**

The committee structure had been circulated prior to the meeting. Governors were happy to continue on the same committees.

### **Safeguarding**

**JJ** advised that all staff had received safeguarding training at the start of term. The safeguarding governors **JJ** and **RT** are both booked onto the training session in November. They have also arranged to meet with Mrs Hall – ALNCO this term.

Governors were informed that Mrs Davies – ICT leader has been developing e-safety.

### **Diary for 2017/18**

Governors had received a copy of dates for the next academic year.

### **Correspondence**

A letter of resignation had been received from Mrs Cath Newman, observer governor. The letter had been acknowledged.

### **Register of Interest**

Existing governors were reminded that if circumstances have changed they need to update the register – Mr Hall the new parent governor was asked to complete the relevant form.

**Any Other Business:**

There was a discussion about the new twitter account. **SH** confirmed that generally the main means of communication would be via website, text or email. It was suggested that it might be helpful if **SM** could meet with Mrs Davies, ICT leader.

**Date of next Meeting: Tuesday 21<sup>st</sup> November**

**Matters Confidential**

**See Attached**