

VICTORIA COUNTY PRIMARY SCHOOL
Cornerswell Road Penarth CF64 2UZ
Tel: (029) 20709225 Fax: (029) 20709123
Email: victoriaps@valeofglamorgan.gov.uk

BOARD of GOVERNORS

APRIL 2018

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 17th April 2018

Members Present:

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Mrs Lorna Bennett
Cllr. Rhiannon Birch
Mrs Rebecca Connor
Mrs Sam Daniels
Mr David Hall
Mr Simon Husband

Mrs Helen Kerr
Mrs Nikki Lacey
Mrs Sonia McLaughlin
Miss Jeanette Minns
Mrs Helen Moreton
Mr Mark Petherick
Mrs Amanda Reynolds
Mrs Amy Twining
Cllr. Mark Wilson

Apologies

Mrs Judith Jones
Mr Rhys Taylor

Apologies were given and accepted by Governors.

Minutes of the Meeting held on Tuesday 6th February 2018

The minutes of the meeting of the Board of Governors held on Tuesday 6th February were approved by the Governors; proposed by **MW** seconded by **MP** and signed by the Chairperson.

Matters Arising:

See below:

Road Safety

LB informed governors that she has tried contacting Sustrans without success. She will now arrange to meet with Miss Clissett to consider organising a 'Walk to school Week'.

MW and **SD** had met with a representative from the highways department regarding the problem of deliveries to local retailers. **MW** will remind VOGC that there are defective poles that need to be repaired and traffic lines that need to be repainted.

SD reported that generally the traffic problem has improved considerably, however, there are still some issues regarding drop off at breakfast club.

Challenge Advisor

The Challenge Advisor, Carys Pritchard had met with **SD**, **C O'C** and **JJ**. It was a positive meeting, Ms Pritchard was pleased with progress and the focus.

Feedback from Personnel and Finance Committee's

The above met in March.

MP reported that they had looked at staffing and the budget.

Budget

SD advised that it had proved difficult to balance the budget – however, it has balanced with a surplus of approximately £6,000.

Health & Safety Committee

DA reported that the committee had met prior to the GB meeting. The Health & Safety board in the junior corridor was clear/visible and up to date. The committee proposed that a laminated copy be held in the office for visitors. Staff training was on going. All outstanding issues had either been dealt with or were in hand.

Safeguarding

JJ was unable to attend the GB meeting but had contacted **HM** advising that there was nothing to report. **JJ** has arranged to meet with the ALNCO this term.

Data Protection

SD advised that the VOGC will produce a policy for schools before the May deadline. A policy that **SD** has written has been sent to VOGC for their approval. The admission forms for school are in the process of being updated – although this will now be a lengthy document it will be fit for purpose. **SD**, **SH** and the office staff will shortly undergo training.

Year 6 Residential Course

66 children will attend, it will take place w/c 14th May.

Correspondence

GB training dates

Any Other Business:

AT said it would be useful if the GB could introduce themselves at the start of each meeting.

SM will attend the governor summer conference.

SD has surveyed parents to gauge the level of interest for paid after school care. There has been sufficient interest to explore further. **SD** will contact other local schools who already offer this.

Date of next Meeting:

GB Meeting – 5.30PM Tuesday 22nd May

Matters Confidential

See Attached