

<b>Governors</b>	
Tony Callcut	Frances Swan
John Garrigan - Absent	Ewa Ziubryniewicz
Rebecca Humphreys - Absent	
<b>In Attendance:</b>	
Clerk – Sue Howard	
CEO – Nicola Dunford	

## Minutes

<b>Welcome:</b> In the absence of a Chair, Clerk, Sue Howard welcomed everyone to the meeting.	
<b>Apologies:</b> Apologies had been received from RH and JG	
<b>Declaration of Business Interests</b> There were no declarations of interest	
N29.18	<b>Minutes of previous meeting</b> The Minutes of the previous meeting held on 10 May 2018 were approved and signed by Executive Principal, Tony Callcut.
N30.18	<b>CEO</b> Following a recent visit by the CEO and Chair of Directors with the Regional Schools Commissioner (RSC), a copy of the final MAT Review letter was tabled at the meeting. The CEO explained that Governance was highlighted as one of the areas that the Link have been asked to look at by the RSC. So from this she had produced a document summarising her thoughts and ideas and discussions took place around the future of our Local Governing Boards (LGB's) and their roles and responsibilities within the Trust going forward, including the term used for current LGB's, the structure of each hub and the roles within those hubs. The Standards & Curriculum Committee will continue to have a close involvement with the local Governors and a meeting schedule will be set for the new academic year with a focus on clarifying a monitoring schedule.
N31.18	<b>Procedural</b> A Safeguarding update was made available for the Governors prior to the meeting, highlighting updates and any legislation changes.  TC updated the Governors following the recent Safeguarding visits and audits he has carried out in all the schools and summarised his findings. He reminded Governors of the importance for them when visiting schools to challenge, check and monitor safeguarding procedures are being carried out and recorded.
N32.18	<b>Strategic</b> .1 TC had provided Governors with detailed reports prior to the meeting and summarised at the meeting. The areas of focus included: <ul style="list-style-type: none"> <li>• Attendance Figures</li> <li>• Staffing for September</li> <li>• Key Issues within School Improvement Plans</li> <li>• MAT Improvement Plan Monitor</li> <li>• Data Predictions</li> <li>• Analysis of progress of Pupil Premium (PP) and Non PP Children</li> </ul>
N33.18	<b>Monitoring</b> The Clerk reported that she has received visit reports from Newton & Teign Governors following visits. A monitoring schedule for the next Academic Year will be published following the review and structure of the LGB's. TC highlighted the importance of carrying out monitoring visits, this is key to ensuring Governors are aware of and challenge the Teaching & Learning in our schools.

	EZ reported that following her visits in relation to SEND in the schools, Heads of School are concerned around the increasing amount of pupils coming to our schools with Education, Health and Care Plans (EHCP) and not having sufficient staff to be able to accommodate their needs. TC said that it is a concern for our small schools and Governors and Directors are aware and recognise that this involves a lot of paperwork and time, funding is always an issue and staffing and budgets will continue to be looked at and monitored very carefully.
N34.18	<b>Governance</b> The Governors were advised that Yvonne Short tendered her resignation, effective 3 June 2018. Following this, there is a vacancy for a Chair, however, the Governors remaining are still fairly new and do not yet feel confident to take on this role. The recruitment of Governors is an important focus for everyone and an election for a parent governor for Hennock will be carried out at the start of the new academic year.
N35.18	<b>Training</b> Training requirements will be addressed in September when the structure of the LGB's is clearly defined and any skills necessary or areas for development are identified.
N36.18	<b>Policies</b> The Trust Complaints Policy had been amended to include reference to Social Media. All agreed to recommend to the Board of Directors for approval.
N37.18	<b>Dates of Future Meetings</b> The Governors present were in agreement for future meetings of this Hub to have a 4pm start. The Clerk will propose some meeting dates for 2018-19 academic year and email out.

**Meeting Closed 6.40pm**

**Signed as approved copy by CEO Nicky Dunford**

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**Date 2.10.18**