



# ANSFORD ACADEMY

LEARNING TOGETHER TO LEAD OUR LIVES

**Minutes of the Full Governing Board Meeting held on Thursday 18th July 2024**

**at Ansford Academy**

Membership: Enita Andrews (Vice Chair)  
Ryan Lucas (RML) Paul Spencer  
Rachel Purnell (Headteacher) Darrell Chainey  
Arthur Llewellyn Rachel Laurie (RL)  
David Knight Ed Jones  
Kate Cravero

In attendance: Rebecca Comyms (Business Manager)  
Eleanor King (Deputy Headteacher: Welfare and Inclusion)

Governance Professional: Zoe White

	<b>Agenda</b>		<b>Actions</b>
<b>1.</b>	<b>Welcome from the Vice Chair</b> EA welcomes all to the meeting. EA shared that due to Jennie White resigning from her role as Chair, election for chair would take place during the meeting, to which all members have been made aware of prior.	EN	
<b>2.</b>	<b>Apologies</b> Were received from Ryan Lucas, Paul Spencer and Kate Cravero.  A declaration of business interests was raised by Darrell Chainey in conjunction with agenda item 7, Management of Glastonbury Stewarding Team.  There were no further declarations of business interests on the current agenda	ZW	
<b>3.</b>	<b>Minutes of Previous Meeting</b> The minutes of the meeting of the Full Governing Body held on 23rd May 2024 were APPROVED.  No outstanding actions.	EN	
<b>4.</b>	<b>Terms of Reference</b> Were agreed in full.	EN	
<b>5.</b>	<b>Capital Works Requiring Investments</b> Report was displayed on the screen for all to see. RC detailed the summary of capital works requiring investment which have all been shared with the board previously and over time. RC explained the purpose of the paper was	RC	

	<b>Agenda</b>		<b>Actions</b>
	<p>to provide guidance to the board for when they move into the MAT of areas that require investment. Some of these have been the focus of previously unsuccessful CIF bids and some, whilst school priorities, have not been possible due to financial constraints.</p> <p>A discussion point was raised by the governors asking if the current projected surplus can be invested into larger projects across the school. The point was discussed and, due to the unannounced teacher pay rise, it was felt this was not a viable choice at this time.</p> <p>A concern was raised regarding the current condition of the Maths block, a discussion was held looking at priority works here when the opportunity arises.</p> <p>The report was approved at this stage.</p> <p>RC left the meeting 17.05</p>		
<b>6.</b>	<p><b>Budget Update</b> Final budget plan was shared on screen. DC shared the plan was discussed during the FBAR committee meeting.</p> <p>It was highlighted that the plan shows a higher surplus being carried forward than previously predicted. A discussion point was raised asking whether it would be possible for the surplus to fund some areas of development where a lack of funding had previously prevented progress. A governor gave the example of recent reduction in teaching assistants when there would be increased need in the new Year 7 intake.</p> <p>After further discussion, this did not feel viable due to the unannounced teacher pay rises and the reduction in reserves over time. DC shared the teacher pay increase is still pending and this is a current area for concern due to the unpredictability of the final outcome. The current budget is for a 3% pay rise.</p> <p>The budget was approved by the Board.</p>	DC	
<b>7.</b>	<p><b>Management of the Glastonbury Stewarding Teams</b> A briefing paper had been circulated before the meeting by RC. DC shared the history of the Friends of Ansford team set up 25 years ago. Offering 36 volunteer tickets each year to the festival, generating income for the school through the volunteer stewarding of two teams. The opportunity fuels positive community connections and generates potential parental support and interest.</p> <p>Whilst the generation of income for the school was greatly valued by all present, there were some concerns that the school community was not at the heart of the project as almost all of the members of the stewarding teams no longer had links with the school . A governor noted that it was important to consider what is right for the school and to consider the benefits to both the school community and our wider community.</p> <p>Further discussions were held regarding allocation of funds from the project and potential risks of volunteers who are not known to the school or part of the school community.</p>	EA	<b>Meeting to be agreed with the current stewarding team to discuss the new proposal protocol.</b>

	<b>Agenda</b>		<b>Actions</b>
	The board agreed the protocol for review as set out in the briefing document was clear and inclusive of the communities wider needs as well as Ansford Academy and should be actioned as outlined.		
<b>8.</b>	<b>Serious Incident Review of Actions</b> RP presented the review of actions and indicated that all scheduled actions should be completed ready for final review at the next FGB.	RP	<b>Serious Incident Review of Actions to be added to the next FGB agenda.</b>
<b>9.</b>	<b>Final Approval of the Interim Headteacher Secondment</b> The secondment agreement was shared prior to the meeting for approval by all governors. RP indicated where the protection of school ethos and culture has been woven into the agreement to ensure this still remains paramount to the interim arrangement.  A question was asked if the interim arrangement can be extended beyond the date in the agreement should it not be possible to recruit at the next round of advertising. It was confirmed that this is possible.  A point is raised asking if there could be possible confusion over who DP is to report to, the MAT or the Board of Governors. An amendment was suggested to ensure clarity.  The board approved the document, with the one amendment, and reflected positively on the previous meeting with MAT leaders.	RP	<b>RP to send amended HT Secondment documents back to MAT.</b>
<b>10.</b>	<b>EFSA Approval of Interim Headteacher to act as Accounting Officer</b> The board were are happy to appoint DP to the role and agreed for RC to submit applications	RP	
<b>11.</b>	<b>Re-Advertising of Headteacher Role</b> The Governing Board agreed the role would be re-advertised during the first week of September and that there would be a review of the salary scale before this was actioned.  A discussion point was raised asking if the advert should go out sooner over August, but it was felt this was not an appointment time and would not hit our target audience. A further discussion was held questioning the most appropriate routes to advertise and to ensure that all avenues are explored.	RP	<b>EA and RC to review salary points</b>  <b>Check goes on LA website</b>
<b>12.</b>	<b>Committee Meeting Reports</b> Full minutes of all committee meetings had been circulated and committee chairs shared highlights for the board.  FBAR: DC shared the budgets were agreed and reflected upon his previous point in item 6. CCW: RL shared the positive work that has surrounded the new Menopause Policy and how this is a positive step forward for women's health in the workplace. C&S: EA shared the positive outcome in Year 10 where 100% of students attended work experience. She expressed her gratitude to the team for enabling that to happen.	EA	

	<b>Agenda</b>		<b>Actions</b>
<b>13.</b>	<p><b>Report of 1st Review and Evaluation of OAP and 2nd Review and Evaluation of SIP</b></p> <p>RP highlighted that, whilst there have been significant staffing challenges since the last review, there has still been good progress across both plans..</p> <p>SIP Strand 5.2 has been a priority, ensuring that relationships across all parts of the organisation are being fostered and built; rapid progress has been made in the areas where additional support has been provided via the TSI support from the MSNP e.g. reading provision and development as outlined in OAP strand 2.1.</p> <p>The impact of the absence of an Assistant Headteacher leading on Teaching and Learning was noted in the lack of progress under strand 1.2 of the OAP which will be rectified when this post is filled in September and more rapid progress will follow.</p> <p>A question was asked if further subjects will be aligning with the MAT's curriculum. This is currently being managed carefully and further subjects will be aligning.</p>	RP	<b>RM to provide a report to C&amp;S analysing reading data after testing results have been published</b>
<b>14.</b>	<p><b>Headteacher's Report</b></p> <p>The report was shared on screen</p> <p>RP highlighted key features of the report noting that, for the first time since September 2021, the school is fully staffed for September. It has been a complex picture to manage as detailed in the full report and it puts the school in a strong position to move forward with identified priorities.</p> <p>A point was raised asking why the appointed candidate for Head of Year 10 and 11 was not starting in June as previously reported. It was shared that the candidate withdrew at short notice due to personal reasons. Due to the late withdrawal, an internal solution had been secured.</p> <p>The improved staff turnover rates were also highlighted and RP commented that these were also reflected in the staff surveys.</p> <p>RP also highlighted the positive impact of the work with the MSNP via the TSI support. It was noted that governors would need to ensure careful monitoring of the pace of change so that it could be sustained successfully.</p> <p>RP noted that there has been significant work to ensure that all policies due for update in autumn term 1 have been completed to support a smooth transition for DP.</p> <p>A question was raised about the TUPE consultation process for staff when entering the MAT. RP shared that this cannot take place until the decision about the school's entry into the MAT has been made at the Advisory Board. Apart from the HR aspects, all due diligence works have been completed, well ahead of schedule to support transition.</p> <p>The board thanked RP for her report and continued dedication to the school.</p>	RP	
<b>15.</b>	<p><b>Staffing Structure</b></p> <p>The report was shared on the screen.</p>	RP	

	<b>Agenda</b>		<b>Actions</b>
	<p>As is required on an annual basis, RP shared the Staffing Structure for 2024-25. This includes amendments to SLT roles and responsibilities following departures and new appointments as well as the creation of a Deputy SENDco post to strengthen SEND provision and build capacity.</p> <p>The board thanked RP for the clear presentation of the structure.</p>		
<b>16.</b>	<p><b>Stakeholder Surveys</b> Positive results echoed across all 3 surveys which had used the same questions as last year to enable useful comparison.</p> <p>RP highlighted some key statistics from the full analysis e.g. the extremely high % of staff who report that they enjoy working at Ansford Academy which is also a 15% increase on high figures last year and noted the levels of improvement across almost all measures in the staff survey. The board thanked RP for her hard work around staff morale and ensuring each staff member had a voice.</p> <p>The parent survey also showed a significant increase in satisfaction figures e.g a 10% increase in % of parents who would recommend the school and significantly improved % in perception of safety and behaviour in school - also reflected in the staff survey.</p> <p>The student survey is much more representative this year with roughly equal numbers of students from all year groups voluntarily engaging in the survey which reflects the culture of engagement that has been developed.</p> <p>Governors were grateful to review the full analysis of the surveys and felt them to be a useful tool in gathering feedback across the range of stakeholders.</p>	RP	
<b>17.</b>	<p><b>Census Report</b> The report was agreed.</p>	EA	
<b>18.</b>	<p><b>Chair and Vice Chair Election Vote</b> Prior to the meeting all members of the board had been made aware of the election for Chair of the governing board. EA has asked to stand as a candidate for Chair. No other nominations were submitted.</p> <p>EA left the board room whilst a discussion was undertaken regarding the candidate's suitability for the role. The vote was cast with all board members voting in favour, EA was elected as Chair of the Governing board.</p> <p>DC will continue as Chair of the FBAR Committee. RL has stepped forward to become the Chair of the CCW Committee and KC will remain Chair of the Curriculum and Standards Committee.</p>	ZW	

	<b>Agenda</b>		<b>Actions</b>
<b>19.</b>	<p><b>Policies</b> All changes are detailed in the Policy Updates circulated with the policies ahead of the meeting.</p> <p>Complaints and Concerns SEND Governors' Allowances Attendance School Uniform Reasonable Force Anti-Bullying Safeguarding and Child Protection (pre approval based on awaited national confirmation) Supporting Students with Medical Conditions Behaviour Management</p> <p>All policies agreed by the Board.</p>	EA	
<b>20.</b>	<p><b>Any other business</b> EA thanked the board for their support in electing her chair. EA went on to thank RP for her continued support to the school and she will be sorely missed as a board member and a Headteacher here at Ansford.</p> <p>EK was also thanked for her hard work and time spent preparing for the board meetings.</p>	EA	
<b>21.</b>	<p><b>Date of next meeting to be confirmed</b></p> <p>The meeting closed at 18.39</p>	ZW	<b>EA to approve next meeting dates</b>