



72. Better Ways to School - see Agenda Item 100.
74. Terms of Reference - regarding the discrepancy between membership of Appeals/Complaints S-C and the other S-C's - CP had researched and read the following para. to the governors from the ISCG Manual for Clerks and their Governing Bodies - "It is usual to have at least three governors on a committee and advisable to fix an odd number in case of voting difficulties". CP advised that as long as there were different governors on the Further Appeals/Complaints S-C, then a membership of 3 would seem to be in order. All governors agreed that the membership should become 3 governors being T. Dalziel, P. Lloyd and P. Bishop.  
C. Humphreys to obtain a copy of the Equal Opportunities Policy from Mrs. Foote  
**ACTION C/F C HUMPHREYS**
- 77.1 CRB Self-Declaration Forms had both been completed by SF and CH.
- 77.2 CP informed that LAMPS was now a member of the Cumbria Governors Council, however was unable to circulate their latest newsletter as we had been sent a faulty copy (2 pages missing). CP had requested a further copy but has heard nothing - CP to chase.
- 77.3 CP had sent letter of thanks to parent who had expressed an interest in joining the board of governors.

#### Confidential Items

66. see Confidential Items

#### 83. DECLARATION OF INTEREST

The Chair requested that governors declare any vested interest in any Agenda item, or any amendment to their recorded 'Declaration of Interests'. None declared.

#### 84. GOVERNOR ELECTIONS/CHANGES TO GOVERNING BODY CONSTITUTION

At present LAMPS has a full complement of 11 governors as per the current Instrument of Governance. CP informed the governors that in line with the 2002 Act some major changes for governing bodies and how they operate will start to take effect from September 2003. These changes involve both composition **and** operation of the governing body. The immediate change for the governing body to consider was that of composition; changes to operating regulations have not yet been published (likely date is May/June 2003). The governing body can now consider its size and composition within an agreed framework. CP circulated a current list of governors and their 're-election due' dates and Annex A: Examples of Constitutional Models for the governors to consider. CP advised that the governing body was now free to determine its' own size between 9 and 20 governors plus up to 2 sponsor governors and associate members if required. (Sponsor governors would be members of the community providing the school with support in cash or kind, Associate governors who may have particular skills or expertise but are not allowed to vote). These changes can take effect from September 2003 but **must** be in place by September 2006, therefore the criteria for change is to consider current terms of office and when there is a group of governors whose terms of office finish in the same year. CP highlighted that between September 03 and November 04, 5 governors terms of office would expire, and pointed out that where a reduction in size occurs any governors 'surplus' to the new Instrument would be allowed to finish their terms of office under the old regulations. CP advised that a new Guide to the Law covering these changes will be supplied to all schools for their governors in due course. One more issue highlighted to the governors was that it was highly likely that there would now be a single quorum for all business and this was **probably** going to be 50% of the full governing body.

The governors then proceeded to discuss the various options open, covering such areas as long periods without the full complement of governors, interest expressed from various quarters in becoming governors, changes of category of some governors. Questions were raised and answered.

**All governors agreed** that they wished the governing body membership to remain at 11 governors, these to be 4 parent governors, 2 LEA governors, 2 Community Governors and 3 Staff governors, this would involve a change of category from the Minor Authority Governor to a Parent Governor. CP to include as an agenda item for the next meeting for further discussion regarding terms of office for each category and draft instrument to be submitted for change to the LEA.

**ACTION C PARTRIDGE**

85. HEAD TEACHERS REPORT

A copy was circulated to all present and DGB read through it.

86. FINANCIAL REPORT/BUDGET UPDATE

DGB circulated a copy of the provisional budget for approval by the governing body. He drew attention to the first sheet which shows projected deficits on both 02/03 and 03/04 budgets, however the overview at the bottom of the page shows that by carrying forward the under spend from 01/02 and the income from 02/03 the worst position the school can be in is a £12K under spend; in addition every effort will be made to try and save money from the budget and from the standards fund, (which is no longer ring-fenced), in this 'austerity year'. This is a very enviable position to be in, meaning that unlike many schools staffing levels can remain constant with no redundancies. Regarding the use of the previous under spend, DGB pointed out that within a couple of years it is expected that an under spend of 5% or more will be clawed back. Staffing costs have risen notably due to the increase in the employers national insurance contribution from 8.5% to 11%. A governor stated that it was unfair that schools should bear the brunt of this increased cost, DGB thinks that the Local Education Forum maybe acting in some way to try and claim this money back. DGB also explained that he has been able to request monies from the Formula Capital Funding initiative for continuing with the garden, for the storage cupboards, disabled access, building extension etc. A governor queried item code 151-4 on the Supplies and Services sheet - 'Computers & Computer Supplies', where the projected spend exceeded the budget by £848, but was budgeted again for 03/04 at only £500. DGB retrieved the relevant file and explained that this anomaly occurred when LAMPS had to buy into a service contract on the 10.06.02, and therefore wouldn't have had the figures when the budget was drawn up. There is no need to adjust the figure for 03/04 as a much better value contract has been found.

**All governors agreed** to accept the provisional budget - PROPOSED : T Dalziel, SECONDED : C Humphreys.

87. WATER - RISK ASSESSMENT

DGB informed the governors that the above would be carried out following the local outbreak of Legionnaires disease at a cost to the school of £100 by a Capita subcontractor. This should be a one off occurrence.

88. DISABLED ACCESS SURVEY

DGB informed the governors that he was still not in receipt of the results from this survey. He mentioned in passing that whilst a subcontractor had been in school carrying out some work, DGB had asked him about one of the items mentioned in the Capita Asset Management Survey, the contractor had replied there was no action required! This underlines the doubts of DGB and the governing body as to the validity of this survey, DGB stated that he would like to re-look at this survey with both the Chair and the previous Vice-Chair M. Scragg (a surveyor by profession), possibly one Friday afternoon. **All governors agreed** to this course of action.

89. SEED CHALLENGE/SUITABILITY FUNDING

DGB informed the governors that the schools' application for funding for the proposed development of the front of the school had been unsuccessful as other schools have more pressing needs, for instance are presently using portacabins.

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DGB feels that the category allocated to the LAMPS application of 'no support recommended at this stage' means it's a none-starter.

#### 90. FORMULA CAPITAL FUNDING

As mentioned previously in item 86. DGB explained that the money from the 2K allocation had paid for the cupboards in the classrooms and more work in the garden and that the 1K money had now been used up.

#### 91. GOVERNOR SERVICES - SERVICE LEVEL AGREEMENT

DGB asked the governors if they wished to continue subscribing to the S.L.A., which provides training courses which can be attended, publications to schools and an annual in-house training session if required. A governor enquired as to the cost of this benefit - £200. A brief discussion took place, the clerk had found a recent course very helpful regarding the changes to the constitution, **all governors agreeing** that they had found the in-house session 'Preparing for Inspection' very useful, and that LAMPS should continue to subscribe. PROPOSED : S. Fleming, SECONDED : T. Garnett.

#### 92. SCHOOL NET CAPACITY

DGB explained that a new calculation/formula had been introduced regarding the schools' intake. This figure (the Indicated Admission Number or IAN!) would be set until there was a change of circumstances affecting the school. The recommended IAN for LAMPS is 10, but at the discretion of the head/governing body this can be between 8 and 12. A discussion took place where the merits of the flexibility in having a lower IAN were debated. **All governors agreed** to accept the recommended IAN of 10; PROPOSED : P Lloyd, SECONDED : S Fleming.

#### 93. SCHOOL MEALS

As mentioned in the last meeting DGB feels that the option to provide a school meals service is rapidly disappearing, and it is for the governing body to decide whether to buy into a service as at present with Cumbria Catering, whether to find its' own provider or whether to opt out altogether. A governor queried the entitlement of some children to free school meals - DGB explained that the school could go and buy a lunch for them or give the money to the family to provide a packed lunch, he added that presently LAMPS has no such children. DGB is awaiting a costing from the LEA to see how much it will cost to buy in from Cumbria Catering and would expect to have the figures for the next meeting when a decision must be made, as to whether this will be too much of a burden on the budget. If the figure is too high (currently only 3 children are having school meals) then the money delegated for this provision could then be used to employ the current employee of Cumbria Catering to prepare the dinner tables, clean away after the meals and provide additional supervision over the lunch period.

#### 94. FOUNDATION STAGE PROFILE

M Fullard explained that this was the pilot year for the new FSP which replaces the Baseline Assessment previously required. **However** the new scheme was received in May and is supposed to be submitted in June! i.e. one month in which to complete one years work, not to mention the Baseline Assessments already carried out for this year! There are 13 scales to this new FSP with 9 points per scale, equating to 117 statements per child and although the government have not specified a task and evidence approach the LEA have. This year they have requested the raw data only due to the obvious time constraints. MF also explained that some statements were very hard to complete being not relevant to a tiny Cumbrian village school, for instance whether the children showed an understanding of and a tolerance for their peers multicultural traditions and religions!