



# Minutes – Colyton Joint Management Partnership Board

**Monday 24<sup>th</sup> February 2020**  
**2:00pm at Milford House**

Attending				Declaration of Pecuniary Interest	Office Terminates
ZB-E	Zoe Briant-Evans (Chair)	Axe Beacon Federation	Y	Nothing to declare	07.11.2020
FC	Fiona Collier	Axe Beacon Federation	Y	Nothing to declare	07.11.2020
AD	Ann Denner	First Federation Trust	Y	Nothing to declare	
AW	Alex Walmsley	First Federation Trust	Y	Nothing to declare	
<b>Others</b>					
JH	Jackie Huntington	First Federation Trust	N		
PW	Paul Walker	First Federation Trust	Y	Nothing to declare	
BD	Bec Davey	Clerk	Y	Nothing to declare	

ITEM		ACTION
2020-01	<b>Welcome &amp; Introductions:</b> No apologies were received as all governors were present. AD & AW introduced themselves. ZB-E welcomed all present to the first Colyton Joint Management Partnership (JMPC) meeting.	
2020-02	<b>Election of Chair and Vice-Chair:</b> ZB-E is chair.	
2020-03	<b>Register of Business Interests &amp; Declarations of Interest:</b> No interests.	
<b>MONITORING</b>		
2020-04	<b>Review the effectiveness of the partnership against the aims of the partnership:</b> See 2020-06	
2020-05	<p><b>Monitor Financial Arrangements:</b> FFT questioned who was setting working on the budget. ZB-E advised that Sarah Creedy (SC) will be but FFT are to be involved in the budget allocation process. ZB-E will contact SC and Carol Chapman (CC) to enable them to work on the budget together and then to continue to work as a collective in the first few months thereafter with FFT being in control of the budget wef 01.04.2020.</p> <p><b>Payroll:</b> Staff will need new payroll or assignment numbers as they are currently paid by ABF. Also need to consider pension implications as will have to be auto-enrolled with each change that takes place (ABF to Colyton, then Colyton to FFT). Need to ensure that people are paid.</p> <p><b>Premises:</b> Laura has spoken with Simon Niles (DCC) regarding a condition survey. FFT are unsure if any of the actions required following the last survey have been completed. DCC will need to assess quickly as this forms part of the grant information for sponsorship. ZB-E and PW to chase SM.</p> <p>Consideration needs to be given to contracts and buy-backs within the budget setting, as most are currently ABF wide. It is best to do these at the start of the financial year, although FFT appreciate that there may be a couple of months crossover period where they would pay ABF for services until they were able to establish their own contracts. CR is going through the contracts at the moment.</p> <p>It is very unusual for one school to leave a Federation and it is not clear as to what the finances are within the Colyton element of ABF. It is assumed that there will not be a surplus.</p> <p>Once the HT board has met, and TUPE is underway, need to have a meeting with the staff and with the parents. ZB-E and FC are happy to attend these meetings. ZB-E has advised parents that they are able to contact the HTB direct with their preferred MAT.</p>	<p>Contact SC &amp; CC to work on budget together (ZB-E)</p> <p>Chase SM for a condition survey to be carried out (ZB-E &amp; PW)</p>
<b>STRATEGIC</b>		

2020-06	<p><b>Updates from First Federation:</b> Not much has changed since last ABF meeting which was attended by JH. It is still a work in progress with the main thrust being building confidence in the staff and raising their morale, pupil behaviour and SEND. Behaviour is improving and there has been a positive response from parents. All children are in classes. SEND is going well. Staff are making sure the register is up to date reflecting the needs of the school, EHCP's (Education, Health &amp; Care Plan) are being applied for. Again, parents are positive about the changes.</p> <p>Clare Fegan (CF) and Sarah Prince (SP) are making progress and doing a lot of work on this. The curriculum was not meeting the children's needs. Teachers are now having CPD, which had been missing previously. Staff are engaged and are understanding the links between an effective curriculum and improved behaviour.</p> <p>Safeguarding – everyone is safe, but some processes and procedures needed to be consistently applied. Tracey Winn (TW) has carried out an audit and is doing work on this to ensure the correct processes are in place and understood by all staff.</p> <p>Governors wondered about policies – were they in line with practices now being adopted. A new behaviour policy has been created to include positive behaviour. This is to be added to the next FGB agenda (26.02.2020) to be adopted. Once adopted it will be put on the Colyton School website.</p> <p>Governors challenged FFT on how the curriculum is being developed. PW explained the FFT curriculum back bone for the next 7 years. Colyton staff have had the curriculum filled out for them this term but staff will need to fill it out themselves moving forward. Governors challenged how FFT would fill the gap for year 5 &amp; 6 children. For example, extra teaching time. AW advised that Colyton is to be embedded into the hub. They are focusing on the children this half term, processes went in last half term.</p> <p>To summarise, the last half term has gone well and progress is being made.</p>	
<b>GENERAL GOVERNANCE</b>		
2020-07	<b>Agree dates for future meetings:</b> 20 <sup>th</sup> April 2020 3:00pm – 4:30pm	
2020-08	<b>Outcomes of meeting:</b> Governors were assured by PW that progress is being made at Colyton.	

ITEM	ACTION	WHO	DUE BY
2020-05	Contact SC & CC to work on budget together	Z-BE	01.03.2020
2020-05	Chase SM for a condition survey to be carried out	ZB-E & PW	01.03.2020

Meeting closed at 3.26pm