

Tony Smith

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 20-Jun-2022



Part 1 Minutes of the Axis Local Support Board (LSB) Meeting of the YES Trust

Date:	9 th March 2022	
Venue:	The Axis Academy	
Present:	Tony Smith (TS) Helen Phillips (HJP) Helen Parsonage (HP) Maddy Shaw (MS) Jennifer Williams Chris Heptinstall	Trust Chair Director of Education Governor Governor Governor Director of Business
Apologies:	Julia Murray	Governor
Absent:	None	
In attendance:	Lorna Lockhart	Pastoral Lead (Stand in Clerk)

AGENDA ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE		
Discussion:	Julia Murray did not attend the meeting – the LSB mentioned possible issues with GVO.		

AGENDA ITEM 2	DECLARATIONS AND CONFLICTS OF INTEREST		
Discussion:	Declarations and conflicts of interest were discussed. These are reviewed annually however members are obliged to declare any changes as soon as possible. All conversations should be clear and in the open.		
Actions:	Declarations and conflicts of interest included as an agenda item each LSB meeting	By Whom: Clerk	By When: Next meeting

AGENDA ITEM 3	MINUTES AND ACTION LOG FROM LAST MEETING – 16th NOVEMBER 2021		
Discussion:	Meeting minutes from the last meeting were revisited and it was agreed these were an accurate statement of what was discussed. Part one are uploaded on to the website, Part two are not published but are uploaded onto GVO. All items on the Action Log had been completed.		
Actions:	What: TS to sign minutes and upload to GVO	By Whom: TS/Clerk	By When: ASAP

AGENDA ITEM 4	LSB RESIGNATIONS, APPOINTMENTS AND VACANCIES		
Discussion:	HP shared potential interest from two community members from the Parish Council who would like to be considered for Governor positions. As the interested party has provided funding for the school's sensory garden HP asked about a potential conflict of interest. TS and CH agreed that as long as everything was declared through the correct processes there should be no issues in the interested parties applying. It was agreed that the appointment of these two governors would be a positive step forward. TS advised HP to ask the applicants to formally apply.		



	<p>It was agreed by all members that JW should be formally accepted on the LSB. It was agreed that JW could bring a wealth of knowledge, expertise and links to the community. TS formally invited JW to join the LSB which was welcomed and accepted by JW.</p> <p>A chair of LSB must be elected once the group increases above 5 members. TS suggested that the LSB would benefit from one or two community-based members.</p>		
Actions:	<p>What: HP to contact potential governors</p> <p>What: Governors to elect a chair</p>	<p>By Whom: HP</p> <p>All governors</p>	<p>By When: Next meeting</p> <p>Next meeting</p>

AGENDA ITEM 5	ROLE OF THE LSB		
Discussion:	<p>The role of LSB discussed and members were informed that further information can be accessed via GVO.</p> <p>Support board members were encouraged to take an interest in key areas such as, SEN, Safeguarding, data outcomes etc. so that they can feed into policy and procedures around the school and to fulfil Link Governor roles as appropriate.</p>		
Actions:	<p>What: Governors to consider areas that would be of interest and where they would be prepared to undertake Link Governor responsibilities</p>	<p>By Whom: All governors</p>	<p>By When: Next meeting</p>

AGENDA ITEM 6	GOVERNOR RECORDS and USE OF GVO		
Discussion:	<p>GVO provides an important function in enabling governors to access information about the work of the Trust and Local Support Boards as well as being the system where we store basic information about trustees and governors; what committees they serve on, training they have undertaken, etc.</p> <p>CH can support JW to access GVO.</p> <p>There is a support manual available. Training can also be provided</p>		
Actions:	<p>What: Governors to familiarise themselves with GVO</p>	<p>By Whom: All governors</p>	<p>By When: Next meeting</p>

AGENDA ITEM 7	GOVERNOR INDUCTION AND TRAINING		
Discussion	<p>Induction and Training – All training can be arranged by CH. Some training is mandatory, such as safeguarding, other training can be based on interests. There is a high volume of training resources available to support effective governance.</p>		
Actions:	<p>What: Governors to complete all mandatory training and additional training as appropriate to develop knowledge about school activities</p>	<p>By Whom: All governors</p>	<p>By When: Next meeting</p>

AGENDA ITEM 8	HEADTEACHER'S REPORT		
Discussion:	<p>Headteachers report discussed. HJP will return to DoE and will support the new members of SLT to continue to drive forward key priorities. HJP informed members of the future of Axis, working alongside Bolton University as a Lab School. Introducing instructional rounds, allowing teachers to develop practice of other teachers, incorporating co-production, collaboration, as common language and pedagogy throughout the Trust.</p>		



	<p>JW expressed concerns regarding communication with parents and asked about future plans. HJP shared that consultation days will be held and training will be offered to parents to support data analysis. HJP said she would share the full Headteacher report following the meeting.</p>		
Actions:	What: Headteacher report to be circulated	By Whom: HJP	By When: Immediately following the meeting

AGENDA ITEM 9	FINANCE and 2021-2022 BUDGET
Discussion:	<p>CH invited the LSB to contact him through Teams so that he can answer any queries or offer training in relation to financial aspects of school business.</p> <p>CH shared that a budget of £67,000 had been forecast last year based on student numbers of 38. CH confirmed that numbers as of this term currently stand at 52. Due to the increase in numbers this has increased the surplus to £86,000, however expenditure has risen in line with this. 3 new members of SLT have been hired and are due to begin in their post after Easter which is a term earlier than planned. Similarly, agency staff have also been taken on as permanent members of staff.</p> <p>Additional funding has also been transferred over to cover buildings and grounds development. Quotations have been requested for play equipment for the primary students. An outdoor classroom has also been purchased and is awaiting construction. All additions to the budget have been invested in staffing, building and resources.</p> <p>Planning for next year; we are currently awaiting confirmation of funding arrangements. The DfE have approved the increase of Axis places from 48 to 68, from September, including a sixth form. Increasing our age range from 16 to 18.</p> <p>JW asked whether numbers will increase further, due to concerns around the impact on current attendees. CH reassured that there are restrictions due to building work and limitations set by sewage works etc. Class sizes will not increase but capacity lower down the school, for example a KS1 provision will be introduced. Axis is there to serve the students and growth will be conducive to needs and manageability. Axis are currently in a good financial position. Funds necessary to ensure that the Trust can maintain reserves in line with its Risk Management policy will be maintained but all additional available funds will be reinvested in opportunities for the students.</p>

AGENDA ITEM 10	POLICIES
Discussion:	Policy review – CH currently splitting policies into manageable chunks so that 2 or 3 policies can be reviewed during each LSB meeting.

AGENDA ITEM 11	DATE OF NEXT MEETING/S
Discussion:	Next meeting set for 15 th June 2022

AGENDA ITEM 12	DECLARATION OF ANY OTHER BUSINESS
Discussion:	None