

OLDCASTLE PRIMARY SCHOOL

INSPIRE - MOTIVATE - EDUCATE

Goreu Cam, Cam Cyntaf - The most important step is the first step



Minutes Housekeeping Meeting 18/7/23

Present - Ceri Littlewood, Nerys Sales, Barrie Lewis, Heather Holder, Amanda Moore, Paige Baldwin, Lowri George, Martin Smidman, Janine Burr, Nia Vaughan, Jack Shaw, Sara Peters, Damian Faulkner, Lyn Walters.

Apologies - Angela Minton, Gemma Poupon.

Non attendees - Ian Williams, Matthew Jones.

1. To confirm the elected chairperson for the school year 2023-2024

• For Information	• To be Actioned
- Damian Faulkner self-nominated and was fully supported by all present. - There were no other candidates.	Damian Faulkner was appointed as Chair of Governors for the forthcoming school year.

2. To confirm the elected vice-chairperson for the school year 2023-2024

• For Information	• To be Actioned
- Nerys Sales was appointed as Vice Chair of Governors for the forthcoming school year. - There were no other candidates.	Nerys Sales was appointed as Vice Chair of Governors for the forthcoming school year.

4. To confirm the minutes of the FGB meeting held 27.6.23

• For Information	• To be Actioned
Agreed by all governors present	Agreed

5. Establishment of Terms of Reference for the school year 2023/2024

• For Information	• To be Actioned
Agreed by all governors present, see the terms of reference document for full details.	Agreed

6. Establishment of the committees for the school year 2023/2024

• For Information	• To be Actioned
Agreed by all governors present, see committees document for full details.	Agreed

Mrs Ceri Littlewood - Headteacher

South Street, Bridgend. CF31 3ED

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7. Register of Interests

• For Information	• To be Actioned
Completed by all present, AW to remind all those who are not present to complete and return by the first meeting of the new school year.	AW emailed GP, AM, IW and MJ with a register of interests form as they were not present at the meeting - completed 19.7.23.

8. Policies to be approved

• For Information	• To be Actioned
- After School Club Policy - Anti Bullying Policy - Complaints Policy BCBC - Safeguarding Policy - Prevent	- Agreed - Agreed - Agreed - Agreed - Agreed

9. Governors Report to Parents

• For Information	• To be Actioned
Agreed action plan with allocated tasks for various governors and a date for the work to be completed, please email Sara or Addell with your submission by 29/9/23. Report is to be made public just before half term holiday in October, a draft will be sent out to governors by 11/10/23. Annual meeting will be held 15/11/23 at 6pm.	Agreed

10. Governor links for visits

• For Information	• To be Actioned
See governor links document for further details.	Agreed

The minutes are a true reflection of the meeting held on Tuesday 18th July 2023.

Name - DAMIAN FAULKNER Date -

[Signature]

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Damian Faulkner Chair of Governors

A handwritten signature in black ink, appearing to read 'Damian Faulkner'.

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