



BOARD:	Moorland Local Stakeholder Board		
TRUST:	Dartmoor Multi Academy Trust		
DATE:	18 th January 2023		
TIME:	18:02 – 19:40		
VENUE:	Via Teams		
PRESENT:	R Hollingsworth (RH)	J Cook (JC)	A Hill (AH)
	M Evely (ME)	J Gilpin (JG)	J Dryden (JD) (From 18.21)
	R Masters (RM)		
ATTENDING:	E Murphy (GP/EM)		

Actions: **RED** Questions Raised: **BLUE** Points Agreed: **GREEN**

School Key:

Lydford - LF; Bridestowe - BW; Exbourne-EX; Northlew & Ashbury - NA;
Boasley Cross - BX

ITEM:	
1.	<p>Welcome and Apologies: Those present were welcomed by the Chair to the meeting. R Masters and M Evely were introduced to the board as a new governor to Moorland LSB. M Evely will be the principal at EX until Easter.</p>
2.	<p>Procedural Items</p> <p>2.1 Apologies for absence Apologies accepted from B Down. J Dryden attended late due to other commitments.</p> <p>2.2 Confirmation of quorum Meeting not quorate</p> <p>2.3 Declarations of interest No pecuniary or personal interests were advised for any agenda item for this meeting.</p>
3.	<p>Minutes: Committee to ratify/approve minutes from previous meeting of Moorland 9th November 2022 Committee AGREED that the minutes were a true and accurate record of the meeting. The Chair to sign.</p>



4.	<p>Matters arising: Update on action points/matters raised from 9th November 2022</p> <table border="1"> <thead> <tr> <th>Agenda Item</th> <th>Action</th> <th>Actionee</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>5.1</td> <td>GP to create 'Essential Information' folder in GovernorHub.</td> <td>GP</td> <td>Complete</td> </tr> <tr> <td>5.1</td> <td>Principals to upload essential information by end of term</td> <td>AH/JC/DP</td> <td></td> </tr> <tr> <td>10.2</td> <td>RH to discuss the agenda with GPs.</td> <td>RH</td> <td>Complete</td> </tr> </tbody> </table> <p><i>Action Log Update:</i> 5.1 completed 5.1 completed 10.2 completed</p>	Agenda Item	Action	Actionee	Status	5.1	GP to create 'Essential Information' folder in GovernorHub.	GP	Complete	5.1	Principals to upload essential information by end of term	AH/JC/DP		10.2	RH to discuss the agenda with GPs.	RH	Complete
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5.	<p>Matter brought forward at the direct of the Chair. Principals are to assume the reports have been read prior to the meeting.</p>
6.	<p>School Improvement</p> <p>6.1 - Achievements Sports Premium funding is based on school size not pupil numbers. Moorland hub schools are in receipt of £16,000 for sport-based equipment/activities and will be refunded to DfE if not spent.</p> <p>Q: When does the premium refresh? A: September to September. Plans should be updated by the end of a calendar year.</p> <p>J Dryden joined 18.21</p> <p>Q: Can you employ staff with Sports Premium? A: Not generic staff. You can employ PE specialists to train staff to deliver high quality PE.</p> <p>It was explained Sports Premium can be spent on activities that encourage physical fitness and development such as bushcraft, swimming or football but not transport to and from activities.</p> <p>Q: In the report for NA, you mention needing to replace playground equipment. Can you use Sports Premium for this? A: As it is for physical development and activity, yes, we should be able to use it.</p> <p>Q: The Pupil Premium Plan for NA is not available to view online? A: We will have a look into that.</p> <p>6.2 - Plans Not discussed.</p> <p>6.3 - Compliance Not discussed.</p> <p>6.4 – Culture</p>



	<p>Q: JC, are you still having to cover administration responsibilities? A: The cover for this role was discussed in an Moorland admin meeting. It was agreed that the majority of the work would need to be picked up by the principal and the admin at NA therefore workload could not be shared.</p> <p>CONCERN* - Workload for BX and NA staff due to lack of administration.</p> <p>It was noted the Catering team are aware of catering position at NA and are waiting a DBS clearance before the appointed catering staff could begin at NA</p> <p>Q: How are the children at EX coping with having 3 new members of staff? A: Have consistency in the classroom has had a really positive impact. We are training staff in delivering Read Write Inc which is starting to be embedded in the school.</p> <p>Q: In case of staff absence, do you have a plan for cover? A: We will have to the covering if a member of staff is unable to come in.</p> <p>Q: Are you still going through a HR process at LF? A: Yes, we are. We are still chasing the outcome. With this process taking so long, it is lowering staff moral within the school.</p> <p>CONCERN* - Ongoing HR process at LF resulting in low staff morale.</p> <p>It was noted governors would like to be informed with staff changes such as the change of SENCo at LF so they can reassure parents if they are asked.</p> <p>Q: How is the TA position being advertised for NA? A: The TA at NA finished on 13.1.23. The principal advertised the post over the Christmas period hoping to move the recruitment period quicker. The closing date was the 13.1.23, unfortunately we had no applications. The post has been currently readvertised, and the closing date is 27.1.23.</p>
7.	<p>Community</p> <p>Q: What would be the best way to collect staff voice? A: the best way to get staff voice is to speak to them face to face. Staff fear putting things in writing such as a survey as they think it can be traced back to them. Being approachable and relatable is an important part of being a governor as staff may feel more comfortable to be open and honest. When governors are next doing a visit, maybe grab a staff member for 5 minutes. If you are in of a lunch time, MTA (Mealtime Assistants) would love to speak with governors.</p> <p>Q: How is the land purchase going at LF? A: The PTA has raised a significant amount of money towards buying a section of land. If successful, we would like to use it as a school and community space where both can come together to strengthen the relationship.</p> <p>Q: If you are successful with buying this land, will you have a small group of parents within a small steering group to give voice on what it should be used for? A: Given the amount of effect parents have put in for this land, yes, they will be represented.</p>



	<p>Q: Now there has been communication from the Trust about this, do you think the concerns from parents have been resolved?</p> <p>A: I think so.</p>
8.	<p>Inclusion and Social Justice</p> <p>8.1 – SEND It was noted the SEND lead completed visits this term.</p> <p>8.2 – Engagement Moorland Hub schools are above national average for attendance.</p> <p>Q: If a child in year 6 has any underlying issues or SEND, do you contact the college to inform them?</p> <p>A: If appropriate, yes. Sometimes, it is really hard to get the support/diagnosis.</p> <p>It was noted the Trust has recently appointed a new EP (Educational Psychologist).</p> <p>8.3 – Interventions and Outcomes It was noted Pupil Premium does not have a specific limit of what it can be spent on.</p>
9.	<p>Safeguarding</p> <p>9.1 - Confirmation that 2-tier systems are in place for reporting and dealing with allegations made against staff, supply staff, contractors, and volunteer – and all are aware of this. Not discussed</p> <p>9.2 - Confirmation that appropriate internet filters are in place and online safety monitoring processes are in place and effective. Not discussed.</p> <p>9.3 - Safeguarding Lead update / DSL Report The LSB were informed of topics that were discussed during the Safeguarding Leads Forum including the ISJ (Inclusion and Social Justice) Pioneer.</p> <p style="text-align: right;">ACTION: RH to enquire about the role of Safeguarding lead</p>
10.	<p>Trust Update</p> <p>10.1 – LSB Report Not discussed.</p> <p>10.2 – Chairs Update Discussions from the Chairs forum was shared with Moorland LSB.</p> <p>It was noted the PP Plan for NA is not available on the website.</p> <p>10.3 – Weekly Governance Update The update is published on GovernorHub every Friday.</p> <p>10. 4 - Feedback for Trustees (Achievements / Risks / Concerns) CONCERN* - Workload for BX and NA staff due to lack of administration.</p>



	<p>CONCERN* - Ongoing HR process at LF resulting in low staff morale. Further feedback will be collated after the meeting and sent to the Governance Professional.</p>
11.	<p>Housekeeping 11.1 - Review of meeting dates for 2023-24 It was noted principals have a long drive home after the meetings. The board agreed to hold the meetings on Wednesdays.</p> <p style="text-align: center;">ACTION: GP to discuss meeting times with Governance Team.</p> <p>11.2 - School Visits – confirm priorities for the term Governors advised to collect staff voice across all Moorland Hub schools.</p> <p>11.3 - Governor Vacancies and Recruitment It was noted there are 6 vacancies in Moorland Hub. 1 vacancy for a Co-Opted Governor 1 vacancy for a Community Governor 1 vacancy for a Foundation Governor 1 vacancy for a Parent Governor 2 vacancies for Staff Governors</p>
12.	<p>Policies for Approval 12.1 - Admissions process, and ratification of Admissions Policy following consultation. The committee approved the Admissions Policy by CHAIRS ACTION</p> <p>12.2 - Accessibility Policy Not discussed.</p> <p>12.3 - SEND Policy and SEND Information</p> <p>12.4 - Exbourne Child Protection Policy It was noted the governors need to ratify localised policies such as the Child Protection Policy. ACTION (a): Governors to read EX Child Protection Policy ACTION (b): GP to chase email ratification</p>
13.	<p>Training 13.1 - Report on completed mandatory training Not discussed.</p> <p>13.2 - Training dates upcoming (see calendar) Not discussed.</p>
14.	<p>School Events and Governor Activity Admissions for 2023 are now closed. It was noted there are 20 applications for BW in the EYFS provision. Governors were asked to support an expansion of learning space to accommodate the growing school.</p>
15.	<p>Date of Next Meeting Wednesday 18th January 2023 18:00</p>
	<p>The meeting ended at: 19.37</p>



Action Log from 18th January 2023 Moorland Hub

Agenda Item	Action	Actionee	Status
9.3	RH to enquire about the role of Safeguarding lead	RH	
11.1	GP to discuss meeting times with Governance Team	GP	
12.4 (a)	Governors to read EX Child Protection Policy	All	
12.4 (b)	GP to chase email ratification	GP	