



Debenham High School

A Church of England High Performing Specialist Academy



Annual General Meeting of the Academy

Minutes of the meeting held at the school on Tuesday 31st January 2017 at 4.30 p.m.

Present:	Mr D Carruthers	Chairman	Mrs S Janson
	Mr P Debenham		Dr H Marlow
	Dr D Egan		Mr D McMillan
	Mr T Green		Ms J Newman
	Ms S Goodrich		Mr R Stevenson
	Mr C Grover		

In attendance:	Mr R Boulter	Member of the Academy Trust
	Mrs J Brown	Member of the Academy Trust
	Mrs T Darby	School Business Manager
	Mr S Martin	Deputy Headteacher
	Miss S McBurney	Assistant Headteacher
	Mr S Wright	Clerk to the Governors

Members agreed that Mr Carruthers should chair the meeting in the absence of the Chair of the Academy Trust.

1. Absence

Apologies for absence had been received from Mr R Barker, Mrs C Driver, Mr R Grimsey, Rev M Lamb, Mr D Ralph Mrs L Ramsay, Rt. Revd. M Seeley and Miss J Upton.

2. Pecuniary and Other Interests

No pecuniary interest was declared with regard to items on the agenda.

3. Chairman's Report

Mr Carruthers reported on the last 12 months by way of a presentation. This covered:

- A review of the membership of the Governing Body and its constitution, including governor replacements for Mrs Hotston Moore and Mrs Wnukoski.
- An overview of the school's organisation.
- Community partnership – including the establishment of the Teaching School Alliance (TSA) which was a significant development.
- A number of students are completing pre-16 vocational courses (e.g. at Otley College)
- Student numbers: these stood at 679 in October 2016 as compared to 668 in October 2015.

[Mr Boulter checked that DHS was returning to a PAN of 135 after admissions in 2016 of 140 – this was confirmed.]

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Headteacher: Miss J Upton

Senior Leadership Team: Mr S Martin, Miss S McBurney, Mrs L Ramsay, Mrs T Darby

Chairman of the Academy Trust: Bishop of St Edmundsbury and Ipswich Chairman of Governors: Mr R Boulter

- GCSE results – different measures are now being applied. DHS results:

% English & Maths at C or above – 80%

Attainment 8 - 58.61 (1st in Suffolk)

Progress 8 - + 0.39 (4th in Suffolk)

- Attendance – the upward trend had continued with 95.8% attendance in 2015-16.
- Exclusions – 61 internal isolations (used for minor offences). There had been a total of 21 days of Fixed Term Exclusion (this included 10 days for one student).
- The School Improvement Plan (SIP) had been reviewed – there were three main areas of focus relating to Teaching and Learning, Infrastructure and Partnership.
- Work on the new classroom extension was expected to begin at Easter 2017.
- The Teaching School Alliance (TSA) had started well and Miss McBurney had overseen work relating to Initial Teacher Training, CPD and school-to-school support. Seven projects are underway including, for example, Miss McBurney supporting a primary school in Lowestoft.
- The school remained solvent with an income of £3,605,532 with the cumulative surplus continuing to stand in excess of £600k.
- The Capital Fund remains slightly inflated because of project monies. (

[Mr Boulter noted that the school remained strong financially despite cuts. Mrs Darby agreed but noted that other schools were in a more parlous position. She also said that the situation was likely to get worse though it was hoped that the new National Funding Formula (NFF) would ameliorate the situation. Mr Debenham commended the financial management at DHS. Mrs Brown asked if costs were expected to increase significantly – it was felt not though the percentage of GAG income spent on staffing is high. Mr Martin felt that this was due to the fact that a good number of teaching staff were on the top of the pay scale.]

- KPIs had been reviewed – the improvement in student-teacher ratio was noted.
- The Pension Fund liability was a cause for concern as there was the likelihood of a 1% increase in contributions to the Local Government Pension Fund (LGPF). It was also anticipated that employers' contribution to the Teachers' Pension Fund would increase from its current rate to somewhere in the region of 19-20%
- Current main financial risks are:
 - Reduction in student numbers
 - No improvement in funding under the new NFF
 - Funding reduction 'by stealth'.
 - Broader demands made of an 'outstanding school'.

4. Minutes

4.1 These were accepted as a true record of the meeting held on Tuesday 2nd February 2016.

4.2 There were no matters arising.

5. Audited Accounts

A copy of these had already been reviewed by Governors.

6. Any Other Business

Mr Boulter asked if there was any likelihood of Miss Upton taking a sabbatical. Mr Carruthers said that there was no indication of this.

There being no other business the meeting concluded 5.02 p.m.

Date of next meetings: Trust Meeting Wednesday 16th July 2016; AGM Tuesday 31st July 2017

Signature (Chairman)

Date: 31st January 2017