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| People & Communities Department | | **3.0** | |
|  | Civic Centre, Keynsham, Bristol  Tel: 01225 394195 | |

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| **B&NES-PC-Spot** | Description: Bath and North East Somerset Clinical Commissioning GroupCOL |

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| **Meeting title** | **SCHOOLS FORUM** |  |
| **Date** | Tuesday 21st March 2017 – Avonfields Room, Somerdale Pavilion, Keynsham | |
| **Forum Members Present** | Richard Vanstone, Sue East,  Roz Lambert, Gareth Beynon, Kerrie Courtier, | |
| **Forum Members Not Present** | Susan Robbins, Claire Hudson, Mark Everett, Annie Smart, Jim Crouch, Colin Cattanach, Justin Philcox, Alun Williams, Ed Harker (Chair) | |
| **Officers Present** | Richard Morgan, Cllr. Michael Evans, Cllr. Emma Dixon, Chris Wilford, Philip Frankland, Kevin Burnett (NAHT observer), Richard Baldwin, Margaret Simmons-Bird, Rob Sidaway (agenda item 4) | |
| **Officers Not Present** | Mike Bowden | |
| **Distribution** | As above; Theresa Gale; Colleen Collett; Cllr Charles Gerrish; Cllr. Tim Warren, Tim Richens; Jeff Wring;  Wendy Jefferies, All Headteachers | |
| **Next meeting** | **Tuesday 9th May 2017,  Keynsham Community Space (above the Library)** | |

**ACTION**

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| **1.** | **Apologies Received** |  |
|  | Ed Harker (Chair), Jim Crouch, Justin Philcox, Claire Hudson, Susan Robbins, Mark Everett, Annie Smart, Mike Bowden, Colin Cattanach (Vice Chair).  Kevin Burnett of NAHT and George Samios, Headteacher of Twerton Infant School and Nursery attended as observers.  Charlotte Lucas (co-founder Free Rangers Nursery), Gemma Macey (manager Free Rangers Nursery), Clare Crowther (Atlelier Nursery) attended for agenda item 5.  Introductions made around the table – RM took the Chair for this meeting; CC (Vice Chair) sent apologies due to an Ofsted visit the next day.  RM explained decisions could not be taken at the meeting as the Forum was not quorate; any urgent votes would be sent electronically. |  |
| **2.** | **Declarations of Interest** |  |
|  | The following Declarations of Interest and Positions Held were received:  Kerrie Courtier – Head-teacher of Longvernal Primary School |  |
| **3.** | **Minutes of the last meeting (17th January 2017)** |  |
|  | Minutes checked for accuracy and agreed with following amendments/actions.  ***8 –*** *Early Years National Funding Formula*. KB commented that it would be helpful to have a note of the funding sufficiency; PF gave a verbal explanation.  ***9 -*** *The Forum fully discussed the budget details on a line by line basis with questions before voting their* ***agreement*** *of the budget proposals.* AS requested via email for clarity to record: the Forum did not agree £50,000 funding for safeguarding LADO resources – the minutes have been amended.  ***A.O.B.*** *- EH mentioned his concerns regarding the funding of the School Crossing Patrol in the hope that MB could raise this issue at corporate level; MB informed clarification has already been requested.* The Forum discussed this issue further with relation to more schools becoming academies; RB will chase-up and report back. | ***RB*** |
| **4.** | **Ethnic Minority Support (Kick Start)** |  |
|  | RS introduced the request: to decide the future of funding to support Ethnic Minority Achievement in BANES. Explaining the background to the paper; currently funded by de-delegation which ceases 30th September 2017.  After a lengthy debate and a desire to try and keep collective approaches to work to support schools, it was considered that the recommendation to stop De-delegation from 1st October 2017 and cancel the contract with Kick-start the preferred option.  Approval for this decision cannot be postponed until the May meeting, has therefore been sought via email by RM. A unanimous agreement has been received by return.  RS left the meeting. |  |
| **5.** | **Early Years Local Funding Formula** |  |
|  | PF circulated an addendum paper to the Early Years Funding Formula, explaining the purpose to request re-consultation on terms and conditions of funds allocation.  As the Forum was not quorate on this occasion a decision could not be made at the meeting.  Charlotte Lucas Gemma Macey and Clare Crowther addressed the Forum with their concerns over the Early Years Funding. This was followed by an in-depth discussion with the Forum. |  |
| **6.** | **High Needs Budget Update** |  |
|  | CW initiated a discussion for the way forward to address the pressures on the High Needs budget and the recent government SEND capital finance announcement.  The Forum discussed the set-up of a working party and how this could be funded to provide the best provision. The High Needs budget group which is already established; CW will ensure invites are sent out.  **Action:** CW / RB will set-up a forum to engage with schools | ***CW/RM*** |
| **7.** | **National Funding Formula** |  |
|  | RM introduced the LA’s draft response to the DFE Consultation (deadline 22nd March 2017), which could be utilised as a Schools Forum response.  The Forum members were keen that a collective response be submitted and therefore approval of an amended response was requested and sent via email for overnight decision.  Following the responses received for a unanimous agreement, the NFF consultation with revised response was sent by RM. |  |
| **8.** | **Disapplication of Funding Regulations** |  |
|  | RM explained the complex process of formally having to request the Secretary of State to dis-apply the funding regulations to transfer funds from one school to another.  All Forum members present fully understood and fully supported the recommendation to progress the process. Due to the Forum being non-quorate RM sent an email to all members to allow a decision vote to take place. With a unanimous agreement being received. |  |
| **9.** | **A.O.B.** |  |
|  | Observers felt the Forum should have a letterhead – **Action:** ML to make a draft version to share at the next meeting. | ***ML*** |
|  | **Date of Next Meeting** |  |
|  | Tuesday 9th May 2017, Keynsham Community Space (above the Library) |  |