

# CANTERBURY PARTNERSHIP EDUCATION BOARD

## MINUTES

of the meeting held on Monday 18<sup>th</sup> January 2010  
at Herne Bay Junior School

### **Present:**

Jonathan Dunn ~ Chair ..... Herne Bay Junior School  
Lesley Gallagher ..... PEP Head  
Jean Mosley ..... Partnership Manager  
Ben Cooper ..... Briary Primary School  
Debra Hines ..... Joy Lane Primary School  
Steve Charman ..... ESDM  
Helena Sullian-Tighe ..... Community College Whitstable

### **Apologies:**

Enid Burrows ..... Whitstable & Seasalter Endowed CE Junior School

**Minutes:** ..... Caron Swan, PA to Jean Mosley

## **1. Apologies, Minutes of the last meeting and Matters arising**

*Apologies* – as above

*Minutes of the last meeting:* Information had been sent out giving details of the training offered by Herne Bay High School. When a new list is sent through Lesley will distribute it.

*Matters arising:* Jean distributed figures showing schools usage of MACs over a nine month period, and a paper giving proposed costs to schools (these were set out according to details requested by HTs at previous meetings). Discussion followed on how best to fund MACs next year.

All Board members agreed to the proposals and would recommend them at the next HTs Meeting.

It was noted that all MACs referrals must be now be processed through the CAF system.

***ACTION:*** *Board recommendations of MACs to be presented at next HTs Meeting.*

## **2. Education issues affecting Canterbury Coastal – Lesley Gallagher**

A list of schools projects, groups and networks was sent out with the agenda. Lesley discussed a selection of items from the document giving details of how they are progressing.

HOS money must be spent by March; schools are to let Lesley know what the money is to be spent on.

Lesley asked if the PEP Newsletter was useful – all Board members agreed it was and wished for it to continue. Lesley was asked to add Harry Ingham to her distribution list.

***ACTION: Harry Ingham to be added to Lesley's distribution list.***

Debs asked if it would be possible to have Making a Big Difference Notes of Visits sent through her.

***ACTION: Caron to send through the Notes of Visits requested.***

2012 – Coastal is ahead of most other Partnerships. A display room has been booked at Herne Bay Library for June. At this point Debs asked the group if she could borrow some displays for the Primary HTs Conference in April, the Board agreed to bring it up at the next HTs meeting.

***ACTION: Request of displays for the Primary HTs Conference to be asked for at the HTs Meeting.***

Jonathan thanked Lesley and Jean for all their support.

The Board asked Lesley for a breakdown of what projects schools are accessing.

***ACTION: Lesley is to produce a list of what projects are being accessed and by whom.***

### **3. Extended Services update including last round of funding – Steve Charman**

Steve gave a brief outline of funding which had been given to schools last year. Also distributed was a list of projects run by the Extended Schools Team. The Board agreed to this being given to HTs at the next meeting.

The Primary Capital Funding for next year is greatly reduced on previous years at £29,000. Steve asked the group for suggestions on how the money should be spent.

***ACTION: Board members to email Steve any suggestions on Primary Capital Funding.***

It was noted there are no big gaps in breakfast and after school club provision across the Partnership.

***ACTION: Steve to provide data to Board of breakfast/ after school clubs and usage.***

*Disadvantage Subsidy:* A handout giving details of this funding was passed to the group. Steve briefed the Board stating that it is to be rolled out with a budget of £162,000 for Coastal Partnership and recommended the group start thinking about how this money should be spent. This money is for one year only so it was advised that it be used for one time experiences rather than long term funding.

It was noted how useful it would be to track changes in children who may benefit from this funding to show what difference it will make.

*The Pupil Guarantee*: was circulated, this comes into effect from 2010 – more details to follow.

Jean stated she has a hardship fund available, this is small amount of money. No cash can be given directly to parents but could be used for school uniforms etc, schools to invoice Jean.

#### **4. Actions from the last Headteachers' Meeting**

*Action 4*: Jean has written to Lynda and she has consented to take over the Partnership Parliament.

*Action 5*: No one has yet come forward to be a representative at the Primary Forum.

All other actions have been completed.

#### **5. The Agenda for the next Partnership Heads' Meeting (28<sup>th</sup> January)**

A draft agenda was distributed to the group.

Item 5 has never been on the agenda before but is always discussed; it was suggested to ask schools for any items to be discussed in advance.

Helena asked if Whitstable schools could have a breakaway meeting to discuss transition.

HTs Agenda was agreed.

#### **6. Update – CFE reorganisation – Jean Mosley**

There is no update as they have moved the date back to 23<sup>rd</sup> February 2010.

#### **7. Any Other Business**

Helena asked if meetings were held on a Monday could they start at 1:30pm as she has another meeting to attend late on Mondays. The Board agreed.

Meeting finished at 4:20pm

**Date of next meeting: 1:30pm on Monday 1<sup>st</sup> March 2010**