



Guilden Sutton Church of England Primary School

Love and Justice for All

MINUTES OF THE FULL GOVERNING BODY MEETING – Part one			
Date	9 th July 2024 at 5pm		
Venue	Guilden Sutton C of E Primary School		
Present:	Anthony Parker (AP)	Chair of Governors (Parent governor)	06.06.2026
	Charlotte Williams (CW)	Vice Chair (Parent)	21.10.2028
	Theresa Rainford (TR)	Headteacher	N/A
	Sarah Batchelor (SBat)	Foundation Governor	26.09.2027
	Sheena Bayton (SBay)	LA governor	27.06.2026
	Sophie Bennett (SBen)	Parent governor	14.06.2025
	Rev. Heather Carty (HC)	Foundation governor	N/A
	Craig Brannigan (CB)	Parent governor	16.10.2027
	Derek Hughes (DH)	Co-opted governor	28.06.2025
	Alan Killalee (AK)	Co-opted governor	18.03.2026
	Mark Paterson (MP)	Associate Member	20.11.2025
	Rob Pilborow (RP)	Co-opted governor	20.03.2025
	Amanda Sconce (AS)	Staff governor	18.03.2028
	Apologies:		
Absent:			
In attendance:	Gianna Loparco (GL)	Clerk	N/A

*For all sets of minutes and backing papers it is taken that all will have been pre-read and coverage should be limited to: • **comment** • **clarify** • **challenge***

School development priorities

1	To further refine and enhance writing throughout the whole school
2	To inform all stakeholders of the SIAMS Framework so that it embodies the whole school vision allowing all to articulate it confidently
3	To inform all stakeholders of the Ofsted Framework (including Grade Descriptors) in preparation for impending inspection.
4	To further strengthen the SLT structure.

AGENDA ITEM 1	NORTH WEST ACADAMIES TRUST PRESENTATION
Information:	<p>A Presentation was given by Steve Docking from the North West Academies Trust followed by Q&A NWAT- Guilden Sutton CE.pptx</p> <p>Q – The trust covers 3 local authorities; how do you manage admissions? A – Each school manages their own admissions.</p> <p>Q – You mentioned outstanding outcomes, what does it look at in terms of supporting other schools? A – It is through networking and collaboration, each school would identify where they can support, it is not a passive partnership.</p> <p>Q – How does the school manage the budget? A – As you do now, you are allocated a budget based on your pupil numbers.</p> <p>Q – How is H&S managed? A – It is controlled centrally with external support where required.</p> <p>Q – How do you manage collective bargaining, contracts and staff conditions? A – In terms of salary the pay bands are the same as all teachers, however there are some enhanced peripheral benefits.</p> <p>Q – How do you manage the distinct Church school ethics? A – There are 3 Church school trustees that sit on the board and there is also a SIAMS inspector on the board.</p>

	<p>No further questions were raised and Steve Docking left the meeting 5.30pm</p> <p>A further discussion took place regarding what were the next steps for the school. TR advised that we were just gathering intelligence on what trusts were out there and that we were not looking at this in great detail at the moment. As and when we decide to look at joining an academy, we would form a working party and define our criteria, perform due diligence etc. There will probably be one more presentation at the Autumn FGB from George Bulman at The Samara Trust.</p>
AGENDA ITEM 2	GOVERNORS' PRAYER
Discussion:	Rev HC to led the prayer.
AGENDA ITEM 3	WELCOME AND APOLOGIES FOR ABSENCE
Discussion:	<ul style="list-style-type: none"> AP opened the meeting and welcomed everyone.
AGENDA ITEM 4	DECLARATION OF INTEREST
Discussion:	No declarations received.
AGENDA ITEM 5	GOVERNING BODY MEMBERSHIP
Discussion:	<p>5.1 – Current and Future Membership</p> <ul style="list-style-type: none"> AP advised there will be a parent election in September/October to allow the parents/carers of the new reception children to apply. AP advised the Diocese if currently looking at filling the foundation governor vacancy. <p>5.2 – Allocated Roles</p> <ul style="list-style-type: none"> Confirmation that S Batchelor is link governor for SEND M Paterson link governor for science and on the HTPM panel. Music Link Governor – S Bennett agreed to continue
AGENDA ITEM 6	MINUTES, MATTERS ARISING, OUTSTANDING ACTION – PART ONE
Discussion:	<p>6.1 - Matters arising from FGB meeting 19/03/2024</p> <ul style="list-style-type: none"> No matters were arising. <p>6.2 - Approval of minutes</p> <ul style="list-style-type: none"> AP asked if part one minutes could be approved. All governors agreed. <p>Resolved – Part one minutes formally approved.</p>
AGENDA ITEM 7	COMMITTEE MINUTES, MATTERS ARISING, OUTSTANDING ACTIONS – PART ONE
Discussion:	<p>7.1 – Matters arising from part one Education Committee meeting 14/05/2024</p> <ul style="list-style-type: none"> No matters were arising. <p>7.2 - Approval of minutes</p> <ul style="list-style-type: none"> AP asked if part one minutes could be approved. All governors agreed. <p>Resolved – Part one minutes formally approved.</p> <p>7.3 - Matters arising from part one Resources Committee meeting 18/06/2024</p> <ul style="list-style-type: none"> CB raised the point regarding the shed and asked if a formal contractual agreement should be in place or just a written informal agreement. <p>MP & DH both declared a conflict of interest as members of the Fete committee and Parish Council</p>

	<ul style="list-style-type: none"> A discussion took place, and all agreed that an informal written agreement would be the best option, as a school we want to support the community and the shed would not be obstructive to the school. <p>7.4 - Approval of minutes</p> <ul style="list-style-type: none"> AP asked if part one minutes could be approved. All governors agreed. <p>Resolved – Part one minutes formally approved.</p>
AGENDA ITEM 8	HEADTEACHER'S REPORT – PART ONE
Discussion:	<ul style="list-style-type: none"> TR asked if anyone had any questions or queries with the report. No queries or questions were raised. <p>SBay thanked TR for a very good overview.</p>
AGENDA ITEM 9	SAFEGUARDING UPDATE
Discussion:	<ul style="list-style-type: none"> TR confirmed that safeguarding at the school is effective.
AGENDA ITEM 10	SEND UPDATE
Discussion:	<ul style="list-style-type: none"> TR confirmed there was nothing further to add to what was already documented in the Headteachers report. No questions or queries raised.
AGENDA ITEM 11	SCHOOL DEVELOPMENT PLAN (SSDP) & SELF EVALUATION SUMMARY (SES)
Information:	<p>11.1 – SSDP</p> <p>MP asked if all the reds would be completed and was it just a timing issue. TR confirmed it was and they would be.</p> <p>11.2 – SES</p> <p>CW commented the SES really helped governors with Ofsted.</p>
AGENDA ITEM 12	PROCEDURES / POLICIES FOR REVIEW/APPROVAL
Discussion:	<p>Agreed at Education Committee – 14/05/2024 Sex and Relationships Education Policy Reading Policy</p> <p>Agreed at Resources Committee – 18/06/2024 Governor Allowance Policy Lettings Policy</p> <p>To be agreed at FGB</p> <ul style="list-style-type: none"> GB Code of Conduct Governors Impact Statement AP asked if the Code of Conduct and Governors Impact Statement could be approved. All governors agreed. <p>Resolved – Code of Conduct and Governors Impact Statement approved.</p>
AGENDA ITEM 13	FINANCE MATTERS
Update:	<p>Budget update</p> <ul style="list-style-type: none"> TR confirmed the school is budgeting as good as possible and have reduced costs where practical with staff and hours, however not at the detriment of the quality of education.

	<ul style="list-style-type: none"> TR advised she had some show arounds scheduled, so numbers may still increase further. <p>CB commented the income received just does not cover the costs that the school incurs</p> <ul style="list-style-type: none"> TR thanked CB and MP for all their support with the mini budget and termly meetings.
AGENDA ITEM 14	PLANNED RESIDENTIALS
Information:	<ul style="list-style-type: none"> TR advised there would be residentials to Kingswood and Mini Don, payment plans are available. <p>SBen commented the dates of the payments plans being put on School Spider has been very beneficial.</p>
AGENDA ITEM 15	BULLETINS
Information:	<ul style="list-style-type: none"> The Schools Bulletin was sent with the agenda. The link to the Diocese news was also shared as they no longer issue a bulletin. There is some information regarding structure changes within the Diocese on the website.
AGENDA ITEM 16	GOVERNOR DEVELOPMENT - TRAINING REQUIRED/ATTENDED
Information:	<ul style="list-style-type: none"> AP advised he had attended the Diocese chairs network meeting, and it was briefed that most of the schools within the Diocese were having Ofsted inspections.
AGENDA ITEM 17	CHAIR'S ACTION
Information:	<ul style="list-style-type: none"> Nothing to report
AGENDA ITEM 18	AOB
Information:	<p>18.1 – Caravan</p> <ul style="list-style-type: none"> TR advised that the Trustees were funding an old caravan to be placed on the school grounds between the play area and stage to be used as a reading area. <p>18.2 – Autumn Term Academy meeting with The Samara Trust, George Bulman</p> <p>18.3 - Next FGB 26th November 24</p> <p>18.4 - List of 2024-25 meeting dates - Governor Meetings 2024 - 2025.docx</p>

SUMMARY OF ACTIONS			
Action:	What:	Who:	When:

End of part one meeting. Part two minutes reported separately.