

Ratified

St Andrew's C E Primary School

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We believe that 'Everyone is different. Everyone is special'. As Jesus taught us to love unconditionally, so we strive to nurture respect for all; to provide a rich and stimulating curriculum that considers the individual; and to care for the intellectual, social and spiritual well-being of our whole school community - encouraging positive engagement with the wider world, as affirmed through our school values and parable of the Good Samaritan.

Jesus said, "Love the Lord your God ..." and, "Love your neighbour as yourself." Luke 10:27

Our inclusive values and ethos shape everything we do. Our school policies give structure to the community we are building, where diversity is celebrated and where children of all faiths, and none, benefit from the very best start in education.

**Meeting of the Full Governing Body
held on Thursday, 25th April 2024 at 7 pm at the school.**

Present:	Aarti Basnyat (AB)	Parent Governor
	Sam Callard (SC)	Staff Governor
	James Carter (JC)	Co-opted Governor
	Michael Dent (MD)	Co-opted Governor
	Anneka Fisher (AF)	Co-opted Governor
	Sarah Haden (SH)	Parent Governor
	Jo Holmes (JH)	Staff Governor, Head
	Bruce Huggett (BH)	Foundation Governor
	Elizabeth Hurren (EH)	Parent Governor – left at 8.25 pm
	Fr Darren McFarland (DM)	Foundation Governor, Chair
	Georgina Montgomery (GM)	Parent Governor
	Amanda Robertson (AR)	Parent Governor
	Jennifer Strawbridge (JS)	Foundation Governor – arrived 7.20 pm

In attendance: Lucy Dickinson (**LD**) – Clerk

The meeting was quorate (13 Governors were present out of 14 in post).

		ACTION
1.& 2.	Welcome and Apologies for absence DM welcomed Governors to the meeting. Apologies were received and accepted from Chris Smowton (CS : LA Governor) The meeting started at 7.05pm.	
3.	Notified Business: none.	
4.	Pecuniary interests and Declarations: none declared for this agenda.	
5.	Minutes of the meeting held on 14th March 2024 DM went through the minutes of the meeting dated 14 th March 2024, which were agreed as a true and accurate record of the meeting. DM signed and passed to JH for filing. LD to send ratified version to Jane Burd for uploading to website.	LD- done
6.	Matters arising not covered elsewhere on the agenda None – all actions completed.	

Signed..... Dated.....

<p>7.</p>	<p>Budget discussion and approval</p> <p>Budget papers had been discussed at FPP on Monday and uploaded to the FGB meeting folder earlier in the day, but BH explained that he was waiting for a final corrected version with commentary. The background to budget planning was that the finance report from the end of March (period 11) showed a small surplus (£71k, but with around £18k of this being committed). It was noted that the school is decreasing by one class (30 children, from 240 to 210) in September, halfway through the 2024-25 financial year. The budget figures are based on the higher numbers and teaching staff numbers have not been decreased for budget purposes. Current staffing figures are up to date, but this could change any time up to the 31 May deadline.</p> <p><i>Q. Is there any risk of clawback since the income will look high until the class has left?</i></p> <p><i>A. There will be a higher carry forward, but the school is considering carefully how to manage this. The budget figures have gone through the County surgery support. The reduction in pupil income will happen in April 2025. The corrected figures show a £57k surplus this year (giving a positive figure of over £200k next year, but a decrease thereafter of £48k deficit in the next year, then £83k the following). Overall the budget can be balanced for the coming three years as required.</i></p> <p><i>Q. What are the errors mentioned?</i></p> <p><i>A. The figure for building maintenance looks a little low and is being reviewed. The teaching bill increases substantially by year 5 due to salary and pension increase.</i></p> <p><i>Q. Is the expectation that staffing levels will decrease at some point?</i></p> <p><i>A. Yes.</i></p> <p><i>Q. What is the difference between SEND teaching support staff and support staff and is this connected to EHCP requirements?</i></p> <p><i>A. Specialist SEND staff in the separate budget line are those on Grade 6 – the school does not have any of these, and there are no specific requirements in the EHCPs. All the school support staff (TAs) are currently grade 4.</i></p> <p><i>Q. How do the teaching staff currently sit on the salary scale?</i></p> <p><i>A. Obviously staff do cost more as they gain in experience, the school currently has a broad mix.</i></p> <p>(7.20 pm – JS arrived)</p> <p>FPP had recommended the budget for approval by FGB and Governors approved. DM to approve online (with some changes to the accompanying comments) on behalf of Governors by Friday 3 May.</p>	
<p>8.</p>	<p>Academisation and other future planning</p> <p>DM has resigned as Vicar of St Andrew’s and will be stepping down as Chair at the FGB in July.</p> <p>Clarity had been sought from both RLT and ODST regarding the announcement about the imminent withdrawal of the £25k funding for single schools joining Academy Trusts (intended to help cover legal and conversion costs). Schools will now need to apply as part of a group of three schools. Both the Trust contacts who had visited and presented to the St Andrew’s Governors had indicated that the school and Governors should not feel rushed into a decision – they felt that an Expression of Interest could be announced without naming a Trust, and that Trusts would take some responsibility for finding appropriate partner schools. Governors agreed that there was no benefit in rushing to put in an expression of</p>	

Signed..... Dated.....

	<p>interest which might unsettle parents and the community, and that £25k was not a sufficient reason long-term to make a hasty decision.</p> <p>The number of other current changes (new Chair of Governors required from July, new School Business Manager and office support starting and Reception moving onto the school site) was noted. DM explained that while the new Vicar will join the Governors as one of the Foundation Governors, they may not have the experience to take on the Chair role, and appointment of a permanent Vicar could take some time.</p> <p>Governors agreed to continue to push on with getting questions answered, and suggested some additional areas to explore including:</p> <p>Christian ethos – some of the ethos and culture is protected in a Trust’s Articles of Association, but it would be helpful to know more about this as well as the role of Foundation Governors within the Trust including at higher levels.</p> <p>Parental engagement – EH wondered about the interaction (if any) between PTAs and Governors, noting that SASA has been very active and sometimes challenging.</p> <p>Governors also discussed their differing workloads throughout the year and what deadlines might need to be considered, as well as when to share any thoughts with parents. It was noted that the parental survey is usually done in October, and EH suggested a more general meeting with parents in September to introduce the new CoG and the Governing Body, the role of SASA. Academy status will continue to be a standing item at FGB meetings. A 6–12-month discussion timeframe was mentioned with time to cover the question in the parent survey, newsletters etc.</p>	
<p>9.</p>	<p>Reports from committees and Governors with special responsibilities:</p> <p>9.1 Teaching Learning Inclusion and Safeguarding: not meeting until 9 May.</p> <p>9.2 Finance Personnel Premises (including H&S and Well-being): the main area for discussion was the budget. It was also noted that the boiler installation is ongoing, with the air source heat pump expected to go in during the summer holidays (but possibly taking longer to be operational). The committee also discussed the increasing cost of school lunches (however these continue to be partially subsidised by the school).</p>	
<p>10.</p>	<p>Chair’s items: DM to write an email explaining the role and time commitment of the Chair role. Governors discussed co-option to the remaining co-opted vacancy as well as appropriate timing of the Parent election. The role of the Vice-Chair and the possibility of Co-chairs were also mentioned. Governors to consider a succession planning meeting.</p>	
<p>11.</p>	<p>Head’s items: there were no Health & Safety updates. JH asked for Governor presence at the SATs (13-16 May) and SH, AR, MD, and AF agreed to support with this.</p>	
<p>12.</p>	<p>Governor vacancies: one co-opted vacancy and an election will take place for two parent positions in the autumn.</p>	
<p>13.</p>	<p>Governor training: SH is doing autism awareness training for staff on 10 May at 2pm – Governors are welcome to attend this. The importance of using the OCC training offer which has been purchased was stressed.</p>	
<p>14.</p>	<p>Governor visits: visit reports to be written up and sent to LD for uploading to Governor Hub. (EH left at 8.25pm)</p>	<p>Govs</p>

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15.	Headington Partnership: has not met formally but the Deputy Head and a TA from Barton Park have done a visit to St Andrew's to look at interventions and more shared learning is planned with ECTs from other schools.	
16.	Discussion: what decisions have been made which further the aims and vision of the school? <ul style="list-style-type: none">- The importance of maintaining the school's ethos and values during any potential academisation process was discussed at length.- Succession planning for the CoG and other roles was explored, again in the best interests of the school and pupils.- Continuing support for high quality school meals.- Communication with parents.	
17.	Review of items for next meeting (11 July 2024): HT report. SEND report to go to TLIS for recommendation to FGB to free up time for other discussions.	

The meeting finished at 8.30 pm