

**MINUTES OF THE FULL GOVERNING BODY MEETING**  
**held via video conferencing at 6.30pm on Tuesday 19<sup>th</sup> September 2023**

**Governors Present:** Beverly Jones (Chair), Sarah Abrey, Helen Darrell (Headteacher), Barry Fuchs, Sharon Geva, Simon Jarvis, Liam Kelly (Associate Member), Imogen Nay, Russell Re Manning, Jonty Roland, and Alex Smith (Co Chair).

**Also in Attendance:** Jackie Watts (Clerk) and Natasha Thake (Deputy Headteacher) and Emma de Vaux (prospective governor) for part of the meeting

*(NB: Governor Challenge, Questions and Monitoring are highlighted in bold)*

**1. GOVERNOR BUSINESS**

**i Apologies for Absence**

**NOTED:** apologies for absence were received from Suranga Chandratillake, and (retrospectively) Kate Sharkie.

**AGREED:** to accept all apologies tendered.

**ii Declarations of Interest and Business Interest Declaration**

**NOTED:** Imogen Nay was a CSoC trustee and related to a member of staff at the school.

**NOTED:** all governors had submitted their annual declaration via GovernorHub with the exception of Russell Re Manning and Kate Sharkie. Russell Re Manning completed his declaration online during the meeting.

**AGREED:** the Clerk would ask Kate Sharkie to make her annual declaration as soon as possible.  
**Action: Clerk/ K Sharkie**

**iii Election of Chair**

**NOTED:** Beverly Jones, as outgoing Chair, had previously indicated she did not wish to stand as Chair for 23/24, but no other governor had volunteered to take on the role. Alex Smith had indicated a willingness to take on the role of Co-Chair with Beverly Jones, but hoped the FGB could advertise externally for a governor who was also willing to take on the role of Chair longer term.

**NOTED:** the Clerk asked for nominations for the role of Chair. Bev Jones and Alex Smith were nominated and seconded as Co-Chairs. There were no other nominations or proposals.

**AGREED:** Bev Jones and Alex Smith were appointed unanimously as Co Chairs for the academic year 23/24 and until the first scheduled FGB meeting of the autumn term 2024.

**iv Election of Vice Chair**

**NOTED:** Suranga Chandratillake, as outgoing Vice Chair, had previously indicated he did not wish to stand as Vice Chair for 23/24.

*Emma de Vaux joined the meeting at this point*

**NOTED:** Russell Re Manning was willing to stand as Vice Chair but his input would be limited as he was not always in Cambridge. The Chair asked for nominations for the role of Vice Chair. Russell Re Manning was nominated and seconded as Vice Chair. There were no other nominations. Jonty Roland, however, indicated a willingness to take on additional duties such as oversight of link governor monitoring.

**AGREED:** Russell Re Manning was appointed unanimously as Vice Chair for the academic year 23/24 and until the first scheduled FGB meeting of the autumn term 2024.

#### **v Governor Vacancies and Appointments**

**NOTED:** the FGB currently had two CSoC Foundation Governor vacancies.

**NOTED:** as per the agenda, CSoC had nominated Emma de Vaux to fill one of the vacancies.

**AGREED:** Emma de Vaux did not need to leave the meeting while her appointment was discussed.

**NOTED:** Emma de Vaux was invited to introduce herself. She explained her professional background and situation as a parent at the school.

**AGREED:** to the appointment of Emma de Vaux as a CSoC Foundation Governor for a period of four years commencing from 20/9/23 until 19/9/27 subject to satisfactory clearance of DBS and Section 128 checks. [\[directly after the meeting it was confirmed that all necessary checks had been cleared and seen by the school\]](#)

**NOTED:** CSoC was currently considering a second governor applicant from a Church in Cambridge other than St. Paul's. **The Chair was keen to have a full complement of Foundation Governors as the school was expecting a SIAMS inspection during the next year.**

**NOTED:** the current Instrument of Government.

**AGREED:** no changes to the instrument would be sought.

#### **vi Minutes of Previous Meeting: 4<sup>th</sup> July 2023**

**NOTED:** the minutes as uploaded to GovernorHub with the agenda. The Clerk led the review of the minutes and action points.

**NOTED:** the following matters arising from the minutes:

| Date    | Min. Ref. | Action                                                                                                                                           | Lead          | Completed                                                               |
|---------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------------------------------------------------------------|
| 20/9/22 | 4i        | Bev Jones, Helen Darrell and Sharon Geva would meet to discuss how to reach out to all stakeholders. Other governors were welcome to participate | <b>S Geva</b> | Still to take place. S Geva to take lead on setting up meeting in 23/24 |
| 6/12/22 | 2ii       | the Chair did not wish to stand for                                                                                                              | <b>All</b>    | <b>Resolved</b>                                                         |

|                |             |                                                                                                                                                                                                                                          |                                      |                                                                             |
|----------------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------------------------------------------------------------------|
|                |             | re-election as Chair in 23/24, though she was willing to continue as a governor. She asked governors to consider expressing an interest in standing as Chair as soon as possible to permit succession planning and a meaningful handover |                                      |                                                                             |
| <b>23/3/23</b> | <b>4</b>    | Head to analyse where pupil intake is from to establish any changes in patterns of catchment or out of catchment                                                                                                                         | <b>H Darrell</b>                     | Cannot be undertaken until September 23 at earliest                         |
| <b>25/4/23</b> | <b>1iv</b>  | SEND and Safeguarding would form part of discussions at the June workshop meeting                                                                                                                                                        | <b>B Jones<br/>R Re Manning</b>      | <b>Completed</b>                                                            |
|                | <b>1v</b>   | Sarah Abrey would consider creating an at-a glance record of visits to be uploaded to GovernorHub.                                                                                                                                       | <b>S Abrey/ B Fuchs</b>              | In hand – Barry Fuchs was developing a record. Delayed by technical issues. |
|                | <b>2ii</b>  | The school would arrange a fresh DBS check for Suranga Chandratillake's reappointment                                                                                                                                                    | <b>H Darrell</b>                     | Still to be done.                                                           |
|                | <b>3ii</b>  | the Headteacher would identify additional resources, if any, to support the school's learning goals.                                                                                                                                     | <b>H Darrell</b>                     | <b>Completed</b>                                                            |
|                | <b>4ii</b>  | Liam Kelly would consider creating more realistic financial forecasts for the school outside of the LA system.                                                                                                                           | <b>L Kelly</b>                       | In hand as part of SFVS                                                     |
| <b>4/7/23</b>  | <b>1iii</b> | The minutes of the previous meeting would be physically signed by the Chair and passed to the school for safekeeping when circumstances permitted.                                                                                       | <b>B Jones</b>                       | <b>Completed</b>                                                            |
|                | <b>2iv</b>  | AGREED: the Educational Visits Policy, subject to Barry Fuchs liaising with the Head to create a statement about celebrating and making the most of the School's location.                                                               | <b>B Fuchs/ H Darrell</b>            | To be done                                                                  |
|                | <b>3i</b>   | the Head would expand the written priorities for 23/24. She also intended to add performing arts to the priority list                                                                                                                    | <b>H Darrell</b>                     | <b>Completed</b>                                                            |
|                | <b>4i</b>   | Suranga Chandratillake and Liam Kelly would consider the implications of the CCC audit letter for St. Paul's.                                                                                                                            | <b>S Chandratillake/<br/>L Kelly</b> | In hand as part of SFVS – merge with 4ii 25/4/23 above                      |

|  |   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                    |           |
|--|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------|
|  | 7 | <ul style="list-style-type: none"> <li>i. the level of pupil activity both within and outside of the classroom</li> <li>ii. delivery of the School Improvement priorities</li> <li>iii. the high level of stakeholder engagement</li> <li>iv. teacher research was an asset</li> <li>v. the increased number of pupils from all parts of the world</li> </ul> <p>The Chair would use these points to draft, with the Headteacher, an update to staff and parents.</p> | B Jones/ H Darrell | Completed |
|--|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------|

**NOTED:** there were no other items from the minutes that governors wished to raise.

**AGREED:** the minutes of the previous meeting held on 4<sup>th</sup> July 2023 as true and correct record. The minutes would be physically signed by the Chair and passed to the school for safekeeping  
**Action: B Jones**

#### vii Governor Training Activity

**NOTED:** it had previously been agreed that all governors would undertake safeguarding training before this meeting and would log their training when undertaken. The training log did not indicate this had taken place, as only four governors had logged safeguarding training. The Chair confirmed she had recently undertaken training but not yet logged it. **Alex Smith praised the NGA sessions. In response to a governor question, it was confirmed that all relevant safeguarding (and other) training could be logged, but that specific governor safeguarding training was still important because of the governance perspective it provided.**

**AGREED:** following on from the School's safeguarding audit, it was important that all governors undertook and logged governor safeguarding training as soon as possible. **Action: All**

**AGREED: in response to a governor request,** governor reflection on the safeguarding training would be placed on the agenda for the next FGB meeting. **Action: Clerk**

**NOTED:** the Chair thanked Sarah Abrey for overseeing the training log and praised the school for purchasing and using My Concern software. There had been a positive start to the term in relation to governor training, but more needed to be done.

#### viii Ratification of Decisions Taken via Governor Hub

**NOTED:** no recent decisions taken had been taken online via email or GovernorHub.

## 2. ENSURING CLARITY OF VISION, ETHOS, STRATEGIC DIRECTION

### i Annual Review of Governor Effectiveness and Governor Skills Audit

**NOTED:** as per the agenda, peer review had yet to be progressed.

**NOTED:** all except one governor had returned their 2023 skills audit to the clerk.

**AGREED:** the Clerk would ask Kate Sharkie to complete her skills audit as soon as possible.

**Action: Clerk/ K Sharkie**

**AGREED:** once all Skills Audit responses were received, the Clerk would analyse the results and circulate them to the Chairs and Vice Chair.

**Action: Clerk**

## **ii Governor Improvement Plan 23/24 and Related Matters**

**NOTED:** the documents as uploaded to GovernorHub with the agenda.

**AGREED:** the Standing Orders for 2023/24 would replicate those for 2022/23.

**AGREED:** Suranga Chandratillake would be asked to upload the current Governor Strategic Framework to GovernorHub, so all could remind themselves of it and consider whether there should be any changes.

**Action: S Chandratillake**

**NOTED:** the Chair had previously uploaded the 22/23 monitoring strategy and link governor list. Link governors for 23/24, including those linked to classes, needed to be agreed. **Simon Jarvis indicated he would be willing to step down as a year link, but would like to maintain Data and PP links. A staff well being link governor was needed.**

**AGREED:** Russell Re Manning and Jonty Roland would discuss possible link changes.

**Action: R Re Manning/ J Roland**

**AGREED:** Jonty Roland would lead on overseeing governor monitoring for 23/24.

**Action: J Roland**

**AGREED:** Emma (El) de Vaux would consider taking on the Staff Well Being Link.

**Action: E de Vaux**

**AGREED:** the Head would produce a list of class link governors to ensure parents were not monitoring a class that included their child. She would liaise with Jonty Roland over the broader list of link governors. The new list for 23/24 would be posted on GovernorHub for governor approval and then published on the school website.

**Action: H Darrell/ J Roland**

**NOTED: the school website needed updating. The Chair recommended simplified and consistent governor profiles.**

**AGREED:** Alex Smith would produce a template for all governor profiles. Sara Abrey would update the website as far as possible pending new governor profiles. **Action: A Smith/ S Abrey**

**AGREED:** the governor details and attendance record for 2022/23 as published on the school website.

## **iii Church School: Christian Distinctiveness**

**NOTED: the Chair had attended the pupil Labyrinth session at St. Paul's Church. She found it a very positive event, suitable for all faiths and none. Imogen Nay felt that parents were relaxed and appeared to be enjoying the event.**

**NOTED:** the statement in the Instrument of Government emphasising the Christian C of E nature of the school. Imogen Nay felt that more could be done to highlight this without negating the all faiths and none approach of the school.

#### iv Legal and Regulatory Compliance including policy update

**NOTED:** the policies listed on the agenda for approval.

**NOTED:** the Relationships and Sex Education Policy contained some updates from the PSHE service. **A governor queried whether a reference to marriage could be broadened to include life partnerships. Another governor pointed out that elsewhere the document did refer to stable partnerships.**

**AGREED:** the Relationships and Sex Education Policy, subject to the Head reviewing whether more could be said about stable life partnerships in addition to marriage. **Action: H Darrell**

**AGREED:** the Safeguarding Policy.

**AGREED:** the Governor Code of Conduct for 2023/24. All governors had confirmed their acceptance of the Code via GovernorHub with the exception of Russell Re Manning and Kate Sharkie. Russell Re Manning completed his confirmation online during the meeting.

**AGREED:** the Clerk would ask Kate Sharkie to make her annual confirmation as soon as possible. **Action: Clerk/ K Sharkie**

**NOTED:** the KCSiE for 2023/24. All governors had confirmed they had read part I of the KCSiE via GovernorHub with the exception of Russell Re Manning and Kate Sharkie. Russell Re Manning completed his confirmation online during the meeting.

**AGREED:** the Clerk would ask Kate Sharkie to confirm she had read part I of the current KCSiE as soon as possible. **Action: Clerk/ K Sharkie**

### 3. HOLDING THE HEADTEACHER TO ACCOUNT FOR THE PERFORMANCE OF THE SCHOOL

#### i School Improvement Plan 2023-2024 and the Headteacher's Update

**NOTED:** the SIP uploaded to GovernorHub ahead of the agenda. The Head summarised the changes for 23/24. **The Chair thanked the Head, noting that it had been the earliest the full SIP was available for governor scrutiny. Whilst the SIP was the Head's document, not the governors', all were invited to email any feedback to the Head. A governor highlighted the statement in the Instrument of Government emphasising the Christian C of E nature of the school. Imogen Nay felt that more could be done to highlight this by including it in the introduction of the SIP.**

**NOTED:** pupil numbers in the SIP were as at July 2023. **Governors queried current numbers?** The Head advised that numbers were still changing, but currently there were around 164 pupils on roll. **Governors commented that priorities were appropriate, but less linked to the Strategic Framework than the previous year.** The Head acknowledged this, but highlighted the SIP was based on identified need. **The Staff governor highlighted that the Head had consulted staff over the SIP and all felt ownership of it. The Chair praised the document as timely, clear and accessible.**

**NOTED:** Natasha Thake, the new Deputy Headteacher was invited to reflect on her first few weeks at the school. She had found it a positive experience.

## ii Pupil Data

**NOTED:** the pupil performance data uploaded to GovernorHub with the agenda and the changes still to be made to it. **Simon Jarvis summarised the views of the data group. He was pleased to see a direct link between the data and the SIP. He highlighted KS1 results as especially good and noted the challenges in terms of writing, including no pupil in KS2 demonstrating greater depth. The PP gap still needed to be addressed and a few pupils failed their phonic re-sits.** The Head highlighted that the pupils had made significant personal progress, even if they did not pass. **The mismatch between the multiplication test results and the school's strength in Maths was noted.** The limitations of the test were noted and discussed. Much had to do with speed rather than mathematical ability and there was a distinct technique that had to be learned to do the test well. Schools who did well in the test had trained their pupils for it. **Following a query from a governor who did not believe no pupils demonstrated greater depth in writing at KS2,** the meeting discussed the results further and the issues identified, including a high number of EAL students. **Governors felt the diversity of the school was a key strength and should be celebrated on the school website. The meeting thanked the Data Group of Simon Jarvis, Jonty Roland, Sharon Geva and the Head for their work.**

## iii Staff

**NOTED:** the pay committee for 22/23 had lost two members.

**AGREED:** the 23/24 Pay Committee would consist of: Suranga Chandratillake, Barry Fuchs, Sharon Geva and Simon Jarvis.

**AGREED:** the HTPM panel would consist of: Beverly Jones, Russell Re Manning, Kate Sharkie and Alex Smith. Russell Re Manning would step down after the first meeting later that week and be replaced by Jonty Roland.

**AGREED:** as minuted above, El de Vaux would consider taking on the well-being link role.

**AGREED:** adhoc panels such as discipline and grievance would be convened as and when necessary using appropriate and available governors.

## iv Safeguarding

**NOTED:** there had been no recent issues. All staff had received basic safeguarding training. **The Safeguarding Link governor had visited the school and was drawing up a plan for regular visits throughout the year. She would be undertaking further safeguarding training the following day.**

## V Health and Safety

**NOTED:** Kate Sharkie was not present to discuss Health and Safety. The Head was arranging a series of Health and Safety visits with her.

## 4. FINANCIAL PERFORMANCE AND VALUE FOR MONEY

### i Financial Monitoring Update

**NOTED:** in the absence of Suranga Chandratillake, the Clerk read out a detailed statement from him highlighting current issues with the new LA finance system, the financial stability of the school, the impact of the government agreed staff pay award (which the school could withstand if the award was not funded), and the two TAs funded by CSoC. The school surplus

could be invested in SIP priorities. The Chair commented that the detailed written statement was an excellent example of governors leading on key strategic issues.

#### 5. ADDITIONAL ITEMS FOR NEXT MEETING

**AGREED:** the following additional agenda items:

- i) Governor safeguarding feedback (as per minute 1vii above).
- ii) PP and SP funding
- iii) Stakeholder engagement, including a parent survey

**Action: Clerk**

#### 6. AOB

**NOTED:** no AOB was raised

#### 7. FIVE POINTS TO SHARE WITH STAFF AND PARENTS

**AGREED:** the following five points:

- i) The school had a clear plan for the 23/24 year.
- ii) Governors congratulated the school on its positive KS1 results amongst other performance criteria.
- iii) The Governing Body welcomed the new Deputy Head and new governors to the school.
- iv) the increase in the number of pupils on roll, with every class welcoming new children.
- v) the positive impact of the school's new branding.

The Chair would use these points to draft, with the Headteacher, an update to staff and parents.

**Action: B Jones/ H Darrell**

#### 8. DATE AND TIME OF NEXT MEETING

**AGREED:** the next scheduled meeting would take place on Tuesday 5<sup>th</sup> December 2023 at 6.30pm by video link

**NOTED:** thanks to the Clerk for her work at the beginning of the new academic year, enabling a positive start in terms of governance and thanks to all governors for their efforts. the Chair would be meeting with El de Vaux for an introductory coffee and other governors were welcome to attend.

**The meeting concluded at approximately 20:12 hours**

Drafted by: Jacquie Watts

**Clerk to the Governors**

**20<sup>th</sup> September 2023**

**Approved by The Governing Body on:**

**Date:** .....

**Signature (Chair):** .....

**FGB Action Summary Grid**

| Date    | Min. Ref. | Action                                                                                                                                                                                                                          | Lead                         | Completed                                                                   |
|---------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------------------------------------------------------|
| 20/9/22 | 4i        | Bev Jones, Helen Darrell and Sharon Geva would meet to discuss how to reach out to all stakeholders. Other governors were welcome to participate                                                                                | S Geva                       | Still to take place. S Geva would take the lead for 23/24.                  |
| 23/3/23 | 4         | Head to analyse where pupil intake is from to establish any changes in patterns of catchment or out of catchment                                                                                                                | H Darrell                    | Cannot be undertaken until September 23 at earliest                         |
| 25/4/23 | 1v        | Sarah Abrey would consider creating an at-a glance record of visits to be uploaded to GovernorHub.                                                                                                                              | S Abrey<br>B Fuchs           | In hand – Barry Fuchs was developing a record. Delayed by technical issues. |
|         | 2ii       | The school would arrange a fresh DBS check for Suranga Chandratillake's reappointment                                                                                                                                           | H Darrell                    | Still to be done.                                                           |
| 4/7/23  | 2iv       | AGREED: the Educational Visits Policy, subject to Barry Fuchs liaising with the Head to create a statement about celebrating and making the most of the School's location.                                                      | B Fuchs/ H Darrell           | To be done                                                                  |
|         | 4i        | Suranga Chandratillake and Liam Kelly would consider the implications of the CCC audit letter for St. Paul's and Liam Kelly would consider creating more realistic financial forecasts for the school outside of the LA system. | S Chandratillake/<br>L Kelly | In hand as part of SFVS – merged with previous action 4ii of 25/4/23        |
| 19/9/23 | 1ii       | the Clerk would ask Kate Sharkie to make her annual declaration as soon as possible.                                                                                                                                            | Clerk/ K Sharkie             | Email sent to K Sharkie                                                     |
|         | 1vi       | The minutes of 4/7/23 would be physically signed by the Chair and passed to the school for safekeeping.                                                                                                                         | B Jones                      |                                                                             |
|         | 1vii      | following on from the School's safeguarding audit, it was important that all governors undertook and                                                                                                                            | All                          |                                                                             |

|  |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                       |                         |
|--|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|-------------------------|
|  |             | logged governor safeguarding training as soon as possible.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                       |                         |
|  | <b>1vii</b> | governor reflection on the safeguarding training would be placed on the agenda for the next FGB meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Clerk</b>                                                                                                          |                         |
|  | <b>2i</b>   | the Clerk would ask Kate Sharkie to complete her skills audit as soon as possible.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Clerk/ K Sharkie</b>                                                                                               | Email sent to K Sharkie |
|  | <b>2i</b>   | once all Skills Audit responses were received, the Clerk would analyse the results and circulate them to the Chairs and Vice Chair.                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Clerk</b>                                                                                                          |                         |
|  | <b>2ii</b>  | Suranga Chandratillake to upload the current Governor Strategic Framework to GovernorHub, so all could remind themselves of it and consider whether there should be any changes.                                                                                                                                                                                                                                                                                                                                                                                                 | <b>S Chandratillake</b>                                                                                               |                         |
|  | <b>2ii</b>  | <p>Russell Re Manning and Jonty Roland would discuss possible link changes.</p> <p>Jonty Roland would lead on overseeing governor monitoring for 23/24.</p> <p>Emma (El) de Vaux would consider taking on the Staff Well Being Link.</p> <p>the Head would produce a list of class link governors to ensure parents were not monitoring a class that included their child. She would liaise with Jonty Roland over the broader list of link governors. The new list for 23/24 would be posted on GovernorHub for governor approval and then published on the school website.</p> | <p><b>R Re Manning/ J Roland</b></p> <p><b>J Roland</b></p> <p><b>E de Vaux</b></p> <p><b>H Darrell/ J Roland</b></p> |                         |
|  | <b>2ii</b>  | Alex Smith would produce a template for all governor profiles. Sara Abrey would update the website as far as possible pending new                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>A Smith/ S Abrey</b>                                                                                               |                         |

|  |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                           |                         |
|--|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------------------|
|  |            | governor profiles.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                           |                         |
|  | <b>2iv</b> | <b>AGREED:</b> the Relationships and Sex Education Policy, subject to the Head reviewing whether more could be said about stable life partnerships in addition to marriage.                                                                                                                                                                                                                                                                                                                                                                                 | <b>H Darrell</b>          |                         |
|  | <b>2iv</b> | the Clerk would ask Kate Sharkie to make her annual Code of Conduct and KCSiE confirmations as soon as possible.                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Clerk/ K Sharkie</b>   | Email sent to K Sharkie |
|  | <b>5</b>   | <b>AGREED:</b> the following additional agenda items for the December FGB meeting:<br><br>i) Governor safeguarding feedback (as per minute 1vii above).<br>ii) PP and SP funding.<br>iii) Stakeholder engagement, including a parent survey.                                                                                                                                                                                                                                                                                                                | <b>Clerk</b>              |                         |
|  | <b>7</b>   | <b>AGREED:</b> the following five points:<br>i) The school had a clear plan for the 23/24 year.<br>ii) Governors congratulated the school on its positive KS1 results amongst other performance criteria.<br>iii) The Governing Body welcomed the new Deputy Head and new governors to the school.<br>iv) the increase in the number of pupils on roll, with every class welcoming new children.<br>v) the positive impact of the schools new branding.<br>The Chair would use these points to draft, with the Headteacher, an update to staff and parents. | <b>B Jones/ H Darrell</b> |                         |