

Gresham Village School and Nursery

FULL GOVERNING BODY MEETING

Monday 27th January 2025 at 1830

MINUTES

Present

Stephen Balmer-Walters - Chair	SBW	Sarah Rankin - Clerk
Marc Goodliffe – Head	MG	
Rosabelle Batt	RB	
Tony Bolderston	TB	
Georgy Clifton-Brown	GCB	
Lauren Taylor-Brown	LTB	
Alice Vargo	AV	
Jodie Millard	JM	
Sophie Neylon	SN	

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. There were apologies from GS. New governor JM was welcomed to the meeting and introductions were made. There were no declarations.	

2. MINUTES OF THE MEETING OF 2ND DECEMBER - ACCURACY

	ACTIONS
The minutes of the meeting of 2 nd December were approved for accuracy.	

3. MATTERS ARISING

	ACTIONS
<i>EYFS parental response:</i> MG to send.	MG
<i>Staff performance management:</i> Completed	
<i>Pupil voice survey on safety at school:</i> format and questions on a safeguarding perspective put together by LTB who will liaise with RB. To be carried out on the monitoring day in March.	

<i>Safeguarding and safer recruitment training:</i> LTB completed. SBW outstanding.	SBW
<i>Solar panels installation:</i> update required.	

4. COMPLIMENTS AND COMPLAINTS

	ACTIONS
<i>Compliment:</i> Received from former staff member regarding MG's departure, strong leadership and inspiring environment at GVSN.	
<i>Complaint:</i> one received, which has been processed and upheld. Lessons have been learned and apology made.	

5. SAFEGUARDING

	ACTIONS
No update since the last meeting's detailed report. Safeguarding secure with a strong team and children at the centre of everything the school does.	

6. AGREE SURVEYS

<i>Parents:</i> proposed questions discussed and agreed. Survey will be circulated via parent mail a week before parents' evening.	
<i>SEND parents:</i> questions discussed and agreed. To be circulated at the same time as parents survey.	
<i>Staff wellbeing:</i> AV will be using the Education Support Teacher Wellbeing Index to form survey. This will allow comparison with the national picture to provide context. JM will help with this.	AV/JM

7. TRUST STAFFING STATEMENTS UPDATE

	ACTIONS
MG provided Governors with an update on the Trust organisational change. It was noted that MG has met with a representative from HfL who have been conducting a staffing audit across the Trust. MG assured Governors that primary budgets have been managed carefully, and that GVSN has already cut 50 hours of TA time this year. No significant changes are projected for next year. MG is hopeful that GVSN won't be pressured into making further staffing reductions and that therefore the effect of the organisational change on the school will be negligible. It was noted that the Trust are planning to replace staff like for like. Some savings may be made with new appointments. Reception numbers for 2025/6 are not clear yet.	

The reduced TA staffing this year was discussed. MG advised that decisions are having to be made on the most need, which affects the whole school. The challenge of managing TA support when there are staff absences was acknowledged, with MG at times needing to step in. Top priorities are the children who need 1:1 support. It was noted that difficult decisions are having to be made.

Governors raised the recruitment of the new Head teacher. SBW reported that he and GS had met with Richard Lord this week who confirmed that MG will be replaced 'like for like' and that the new Head would not be shared across two schools. SBW reassured Governors by stating that he had felt listened to by the Trust and was confident in the process. **Governors asked how much involvement the LGB would have in the recruitment process.** It was confirmed that RL wants the LGB to be fully involved. The Chair asked the LGB to consider what they would like from a new Head, and to respond by email within a week given the short timeframe for recruitment. It was confirmed that parents will also be asked for their views on recruitment, and SN and AV will seek staff input. In addition Governors asked that candidates be interviewed by the School Council and also present an assembly. The importance of the quality of the school information pack sent out to candidates was agreed, with this being an opportunity to showcase the school. **Governors suggested that the Horizon planning document should form part of the pack to inform the new recruit of the school's stage in its journey.** Governors were pleased to hear that the post will be advertised nationally. It was agreed that it is important to keep parents informed of the process and timeline for recruitment. **ACTION: CHAIR TO CIRCULATE A LETTER TO REASSURE PARENTS AND GIVE AN EXPLANATION OF THE PROCESS AND TIMELINE.**

ALL

SBW

8. RISK MANAGEMENT REPORT

	ACTIONS
<p>MG provided Governors with an update to the Risk Register. The following was noted:</p> <ul style="list-style-type: none"> Boilers serviced prior to the cold spell – no issues. Additional fencing for EYFS needs to be actioned Increasing the height of the gate button is with Estates Pupil numbers were discussed. MG advised that personal tours led by MG with prospective parents are most effective. The falling roll in the areas was acknowledged. 	

9. SCHEME OF DELEGATION

	ACTIONS
The updated Scheme of Delegation from the Trust was reviewed. Governors agreed that training would be valuable regarding this to ensure clarity of understanding. CLERK TO SEND UP TO THE TRUST.	SR

10. FOCUS OF MONITORING DAY

	ACTIONS
<p>SBW reported that a meeting has been held between SBW, GS and MG to discuss the agenda for the day, to include the following:</p> <ul style="list-style-type: none"> Phonics EYFS and KS1 Implementation of the science curriculum Promotion of equality and diversity Pupil behaviour and inclusion Use of nurture space Pupil voice STEPS training – cascaded to all staff. <p>MG noted that the monitoring day coincides with Science Day. Lunch will be provided. The CEO will be in attendance. Agenda to follow.</p>	

11. GOVERNANCE

	ACTIONS
<p><i>Self-Evaluation:</i> The annual self-evaluation exercise was completed and the document updated. The following was noted:</p> <ul style="list-style-type: none"> Governors are more visible in school SN and AV are encouraged to note a few bullet points after an LGB meeting to disseminate to staff Impact of the Horizon planning exercise in 2023 apparent and leading the SIDP New Ofsted framework in September. A head-start was suggested in preparation for a potential Ofsted visit in the next cycle. Further training required for governors on challenge (via Effective Governance module), PP and the Scheme of Delegation. Improved PP data presentation in the HT report required to include PP pupil progression. <p>PP was discussed at length. Low numbers of PP children at the school was acknowledged. Governors suggested a form be included in the welcome pack for all new pupils, noting that parents may not be aware that they are eligible for PP, and that the funding stays with the child throughout their school career.</p>	

<i>Training update:</i> LTB has completed the Safer Recruitment training. Clerk to send training details to JM.	SR
<i>Events:</i> MG invited Governors to attend the following events: 12 th and 13 th March at 1.45pm Snow White (Years 3 and 4) 26 th and 27 th March Parents Evening 28 th March @ 2pm Spring Music Concert in the Village Hall (EYFS and KS1) 23 rd May @2pm KS2 Music Concert.	

12. POLICIES

	ACTIONS
The Trust policies for information only: <ul style="list-style-type: none"> Synergy Strategic Plan 2024-27 	

13. INFORMATION FROM THE TRUST BOARD

	ACTIONS
None.	

14. INFORMATION FOR THE TRUST BOARD

	ACTIONS
Scheme of Delegation: training request.	

15. CHAIR'S BUSINESS

	ACTIONS
MG's departure from GVSN was discussed and the Head's fourteen-year tenure at the school celebrated. The Chair thanked MG for his flexibility and leadership during challenging times, noting that the school is in a great position going forward. The strength of the whole team at GVSN was acknowledged, and in particular the excellent teaching team. With a leadership structure now in place, MG expressed his confidence in the future for GVSN.	

16. A.O.B

	ACTIONS
Mini Grasshoppers stay and play poster was shared.	

With no further business the meeting closed at 8.30pm



Date of next meeting Monday 24th March 2025 at 6.30pm

Monitoring Day: Monday 3rd March