



Gresham Village School and Nursery

FULL GOVERNING BODY MEETING

Tuesday 1st April 2025 at 1830

MINUTES

Present

Stephen Balmer-Walters - Chair	SBW	Sarah Rankin - Clerk
Marc Goodliffe – Head	MG	
Rosabelle Batt	RB	
Gillian Sampson	GS	
Tony Bolderston	TB	
Lauren Taylor-Brown	LTB	
Sophie Neylon	SN	

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. There were apologies from AV, GCB and JM. There were no declarations.	

2. MINUTES OF THE MEETING OF 27th JANUARY - ACCURACY

	ACTIONS
The minutes of the meeting of 27 th January were approved for accuracy.	

3. MATTERS ARISING

	ACTIONS
<i>Solar Panels:</i> TB gave an update to the LGB on the installation of the solar panels. This will now take place by Impact over the Easter holidays over two days. TB was thanked for all his efforts putting together the bid and liaising with the Trust. Governors asked what the potential savings to the school might be. TB will explore this with Impact.	
<i>Actions from Risk Register:</i> MG advised that EYFS double gating is in progress.	

4. MONITORING DAY 3.3.25

	ACTIONS
Following the successful monitoring day held on 3 rd March, the following updates was given:	
<i>Audit of science facilities:</i> MG to discuss with Meghan. The school has a lot of equipment but governors questioned whether is it being used effectively.	
<i>Additional funding for SEND:</i> Being looked at currently. KN has submitted INDES and the application for emergency funding.	
<i>Pupil concerns regarding HT change:</i> SN has emailed all teachers to advise that this was raised at the monitoring day. Conversations with children have been encouraged so that children's voices are heard. The summer PHSE sessions are focussing on growing and changing, and this topic can be addressed during these sessions. A slow drip feed will be beneficial. There will be further opportunities for children to meet the new Head again before the end of term.	
<i>Rewards system:</i> MG talking to teachers tomorrow. A weekly recording sheet is being produced.	
<i>School meals:</i> Task passed on to the school council to create a list of foods children like and don't like. A meeting is taking place with the catering manager tomorrow to discuss portion sizes. Importance of involving the children agreed. Lunches will then be revisited with the school council to monitor progress.	
<i>Interview process:</i> SN was thanked for arranging the children involved in the Head's interview process, whose feedback was valuable.	

5. COMPLAINTS AND COMPLIMENTS

	ACTIONS
Compliment received from Alastair Ogle, interim CEO, who visited the school on 21 st March with Richard Lord and new Trustee James McCaddin.	
Complaints: see under 8. Safeguarding below.	
A conversation was held regarding behaviour. MG noted that this has declined recently, potentially due to fewer staff available at lunchtime. MG advised that interviews are taking place shortly for an LSA/MSA which will ease the situation. It was noted that there have been 4 exclusions this term. The NCC Inclusion Team have visited the school and are happy with the strategies in place. It was noted that NCC recommended longer suspensions to allow all parties to recover and to put plans in place to support the children concerned. The challenge of staff sickness was acknowledged and the affect this has on the whole team. The pressure on TAs in particular regarding children with challenging behaviour was discussed, along with the emotional impact on them of said behaviour. MG reported that he has met with TAs to listen to their views and offer support. EMB has been available to step in to help when required, and external services are being brought in to support the team.	

6. UPDATE ON HEADTEACHER APPOINTMENT

<p>SBW reported on a seamless process with strong candidates and everyone having a part to play including the interim CEO in attendance on Day 2. All the candidates were very impressed by the school and by the children. SBW advised that the successful candidate brings a range of qualities and that she has the right personality and acumen to do the job. The candidate's experience with SEND and neurodiversity was welcomed, along with her extensive experience across all key stages. It was agreed that the candidate will be able to grow and develop the school further, and that this is an exciting opportunity for the school. MG will invite Fay to the next LGB meeting. SBW thanked all governors for their support in the process.</p>	<p>MG</p>
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7. HEADTEACHER'S REPORT

	ACTIONS
<p>The Headteacher's report was circulated in advance of the meeting. The following was discussed:</p>	
<p>Curriculum and data: <i>Year 1 phonics:</i> Significant progress has been made with 87% of children on track to meet target. This has been achieved thanks to SN leading on phonics. SN and MG completed the leaders training and SN has allocated time to cascade and coach staff. Next phonics check in June. <i>Pathways to Write:</i> MG reported that this is having a phenomenal impact on writing across the school. MG advised that he visited schools in Ellesmere Port and Widnes to see the positive impact Pathways to Write has had on the schools, where the scheme has been in place for some time. Good relationships have been built with other primaries at the Trust (Astley/CJS) who have also implemented PtW and experiences are being shared. Further training is taking place in April and June, with a session scheduled for 25-26 to secure. <i>Walk throughs project:</i> Ali will lead on this over the summer term with the aim of developing consistent teaching strategies across the school.</p>	
<p>Inclusion and SEND training: Norfolk STEPS training (behaviour management) has taken place for all staff, lead by MB and EMB. This is a really useful tool which helps with putting plans together. MG advised that some modifications to school processes will now be carried out. It was noted that Norfolk STEPS focus is on a learning process for children rather than punishment.</p>	
<p>Budget: MG reported that the school budget is being monitored closely internally and is on track. A preliminary meeting has been held with the finance team to create a draft budget for 25/26. MG explained that due to low reception numbers this year and a large cohort of leavers in Year 6, a shortfall of £55K exists for the forthcoming year. The need for mixed year groups was raised by the Head. Governors were concerned about parental reception</p>	

<p>noting that mixed year groups are unpopular with parents. Governors stated that the school has worked towards single year entry over the last few years, and expressed frustration that this may no longer be the case. MG will request more concrete figures early next term and report back to the LGB. MG noted that incoming numbers for Reception from September are healthy at 24. The importance of home visits for incoming children was discussed and Governors asked that EMB be invited to talk to the board about this. Opportunities for savings were discussed. These include savings due to staffing changes and electricity generated from the solar panels. MG observed that a leadership team of 3 is not needed, and that this could be reduced to the HT and a TLR. MG stressed that TAs cannot be reduced further.</p>	MG
<p>Attendance: Discussed. The school is doing well with attendance at 94%, just below national average and mid table across the Trust. MG advised that there is work to do with some children with persistent absence.</p>	

8. SAFEGUARDING

	ACTIONS
<p>LTB advised that the compliance review will be circulated shortly. SCR checked today by MG and is fully compliant.</p> <p>Procedures around school trips have been reviewed following a complaint from a parent regarding photographs being taken of children by providers and put on social media. MG advised that teachers know which children are not to be photographed, and that this will be put into the risk assessment for all school trips. Teachers will be reminded of the position on photographs.</p>	

9. MONITORING

	ACTIONS
<p><i>Staff wellbeing:</i> GS will ask AV to proceed.</p> <p><i>Equality and Diversity:</i> MG and SN will present feedback at the next meeting.</p> <p><i>SEND parents' questionnaire results:</i> 13 returns received from 23 children on the SEND register. Largely positive with parents feeling staff are approachable. Mixed feedback regarding information received from class teachers. Communication needs addressing. MG will present preliminary findings at the staff meeting tomorrow and GCB and KN will meet to discuss feedback.</p> <p><i>EYFS survey planning:</i> GS and MG will put this together at the beginning of next term.</p>	MG/GCB /KN GS/MG

10. GOVERNANCE

	ACTIONS
<p><i>Governor training update:</i> GS – safer recruitment completed.</p>	
<p><i>Trust training dates:</i> noted.</p>	

<p><i>Governor attendance at school events:</i> KS1 Spring Concert: TB and LTB. Snow White: GS and RB</p> <p>Further events: 6th May Year 4 River Glaven trip 23rd May KS2 Music concert 9th June: library cataloguing 3rd July: summer fair</p> <p>MG asked whether Governors could be available to help with SATS during the week of 12th May. Training will be provided.</p>	
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11. POLICIES

	ACTIONS
<p>The following Trust policies were noted for information only:</p> <ul style="list-style-type: none"> • Code of Conduct for staff • Flexible working policy • Staff equity, diversity and inclusion policy 	

12. CORRESPONDENCE FROM AND TO THE TRUST

	ACTIONS
<p><i>Upcoming Chairs' meeting:</i> GS advised her attendance at the Trust Chairs' meeting tomorrow night. It was agreed Trust monitoring of safeguarding and SEND should be raised. A meeting of all safeguarding governors to share experience and expertise will be suggested.</p>	

13. A.O.B.

	ACTIONS
<p>PTA: Disappointment was raised at the cancellation of the school disco due to lack of parent volunteers. It was felt that communication from the PTA needs to improve. Governors agreed that Reception parents could be encouraged to join the PTA.</p>	
<p>Open Studios: MG advised that the school will be holding a community Open Studios event on 17th July.</p>	

With no further business the meeting closed at 8.35pm

Date of next meeting Monday 19th May 2025 at 6.30pm