



**Agenda for a meeting of the
Full Local Governing Board of St Peter's CE Primary School
Monday 10 June 2024 at 4.00pm on [TEAMS](#).**

Present In attendance: Paul Griffiths (PG), Linda McPhee (LP), Alan Garrow (AG), Helena Fishburn (HF), Emily Crankshaw (EC), Amanda Foster (AF), Gina Clarke (GC), Sarah Thompson (ST), Janet Parker (JP)

AGENDA

Core strategic functions of a governing body:

'Eye's on, hands off.'

- A. Ensuring clarity of vision and strategic direction.
- B. Holding the headteacher to account for the educational performance of the school.
- C. Overseeing the financial performance of the school and making sure its money is well spent.

Opening Prayer

Lord our Father, we seek the guidance of your Holy Spirit in the business that is before us. In planning for the future, give us vision; in matters of finance, give us responsibility; in dealing with people, give us love. Be present in our school here and in all places; bless our work, and everything that is undertaken by everyone in our schools. We ask this in the name of the Father, Son and Holy Spirit.

PART 'A' – PROCEDURAL

No	Item	Lead	Purpose	Attachments	Time
1	Welcome	Chair/ HT	Noting		1 min
2	Apologies for absence; are the reasons for all the absences consented? Jess Eaton, Helen Bromley, Will Naylor. Governors agreed to accept the apologies from these governors.	Clerk	Noting and agreement of any absences		1 min
3	Declaration of interests, pecuniary or non-pecuniary None declared	Clerk	Noting		1 min
4	Determination of confidential items None declared	Clerk	Noting		1 min
5	Notification of urgent other business None	Clerk	Noting		1 min
6	Minutes of the meetings held on 20 May 2024	Clerk	Noting	Draft minutes	1 min
7	Matters arising from the minutes <ul style="list-style-type: none"> • See table below Vision – AG was going to do comparison.	Clerk	Noting		5 mins
8	Dates of next meeting <ul style="list-style-type: none"> • Monday 1 July 2024 3.00pm in person. 	Clerk	Noting		1 min

Summary of Actions from Previous Meeting

Date of Original Meeting	Item No.	Who	Action	Original Deadline	Completed or New Deadline
20 May 2024	7	PG	Add minutes of the January meeting to the website	21.5.2024	Completed
20 May 2024	11	PG	Look into procedure for staff governor election when there is more than one staff governor applicant.		Ongoing
20 May 2024	15	PG	Possibly add a reference to secondary school transfer in exclusion policy		Completed

PART 'B' – SCHOOL IMPROVEMENT

Item	Action
<p>Finance</p> <ul style="list-style-type: none"> BMR 9 <p>AF gave a summary of Budget Monitoring report.</p> <ul style="list-style-type: none"> Draft 4 Year Budget <p>AF gave a summary of the 4 year budget.</p> <p>Question With the new agreed PAN, would we still be vulnerable to taking in children if any of the KS1 children were to leave?</p> <p>Response No, as from 1 September 2024, the agreed PAN is 30 per year group. If appeals are successful these would then be excepted children and we would be able to legally be above 30 in these classes.</p> <p>Question Why has supply been reduced?</p> <p>Response Within school we have HLTA qualified staff who are able to cover absences in classes for teachers. They currently cover PPA and release time</p> <p>Question What is the effect of the deficit with the change in the reserves policy?</p> <p>Response Relatively little change, currently we can see that we have a current model of the budget which shows compliance to the reserves policy with green ticks. The aim is to achieve a balanced budget year on year, and we would have to give justification for not being balanced.</p> <p>Question If children in KS2 classes leave, would further children then be accepted if they applied as there is no upper limit like the 30 in KS1?</p> <p>Response The marker for KS2 class sizes is a maximum of 34. This balances the additional income received without the need for an additional teacher.</p> <p>Question What are the Trust's assumptions in regards to the teachers pay award? Are there mitigations in place to protect against 'worst' case scenarios?</p> <p>Response We have made, what is believed to be, adequate provision for the teachers pay award with 4.5% costed into the budgets for this year. It is believed that it will be lower than this, although we think that the support staff pay award may be higher than we have accounted for. With both these in mind, we hope that overall there will not be too great an impact on the budgets when these awards are agreed.</p> <p>Question Do we need to recruit more HLTA's if we are reducing the supply budget?</p> <p>Response We already have in place 2 HLTA's, and a number of Senior ATA's who are experienced and know the children.</p> <p>Question Do we have to make the redundancies even if we can manage the costs with our reserves?</p> <p>Response Only for a one-off exceptional year. Such as the teacher in Y2 of the budget, this is exceptional, for one year, and will not be for recurring costs.</p> <p>Comment It is important to look at the budget and be supportive, whilst challenging the school on how we are spending money and looking at staff wellbeing.</p>	

Question Are we happy to approve the 4 year budget?

Response Yes, all happy to approve the 4 year budget.

- PE Premium spend for 2024-2025 (SI contract)

Last year, Sporting influence were approved to support PE within school and to give support to staff. Last year this was for one half days x 2 terms and 1 day x 1 term.

Support from Sporting Influence for next academic year will be reduced to 1 day this academic year. This still gives support to staff, whilst also making a saving on the expenditure.

- Request for licence surplus to Trust

As informed by CD at the last meeting, we can apply, as a one off, for core plus reserves. We will be applying for c£36k for wellbeing across the school:

The Nest

Staff Room

EYFS outdoor surfacing

Question Could we spend these reserves in our own way?

Response No, there has always been a process that requires Governor approval, and Trust approval.

Question Are we applying for enough funds, or could we capture more?

Response We have this one opportunity to apply for some of our reserve revenue, and In the spirit of the pooled reserves ethos, we feel this is an appropriate amount.

Comment I like the proposals and the focus on wellbeing.

Comment The support for the wellbeing of staff is crucial.

Meeting closed at 17.00