



## Woolhampton C of E Primary School

*Built on the rock of Christian faith, we work as a community to create an environment which enables all to flourish. Jesus welcomed all and we embrace diversity, celebrating our different gifts and successes. Like St Peter, we are motivated by our values, learn from our mistakes and strive for the best outcome for everyone.*

### Minutes of the Full Governing Body (FGB) Meeting held on Wednesday 25<sup>th</sup> March 2026 at 6.45 pm at the school

The meeting was quorate with 8 governors. The meeting began at 6.39 pm.

*Note: Items were not necessarily discussed in agenda order.*

| <b>PRESENT:</b> Nikki Jordan <b>NJ</b> (Chair, Local Authority Governor), Rebecca Cox <b>RC</b> (Head Teacher), Kim Wyrley-Birch <b>KWB</b> (Vice Chair, Foundation Governor, Diocese), Adrian Dean <b>AD</b> (Foundation Governor, PCC – Parochial Church Council), Cynthia James <b>CJ</b> (Foundation Governor, PCC), Kelly Mitchell <b>KM</b> (Parent Governor), Fiona Smith <b>FS</b> (Staff Governor), Rebecca Tabor <b>RT</b> (Foundation Governor, PCC), Neil Banfield <b>NB</b> (Parent Governor). |                                                                                                                                                                                                                                                                                                          |        |
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| <b>APOLOGIES:</b> Rev. Jane Manley <b>Rev.JM</b> (Ex-officio, Foundation Governor), Simon Hallows <b>SH</b> (Parent Governor).                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                          |        |
| <b>ABSENT:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                          |        |
| <b>IN ATTENDANCE:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                          |        |
| <b>CLERK:</b> Rachael House Gemmell <b>RHG</b> (Governance Professional/Clerk to Governors).                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                          |        |
| ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | MINUTES                                                                                                                                                                                                                                                                                                  | ACTION |
| 1.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Welcome</b><br>NJ welcomed everyone to the meeting, especially Neil Banfield, newly elected Parent Governor.                                                                                                                                                                                          |        |
| 1.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Opening Prayer</b><br>NJ led the Governors Prayer.                                                                                                                                                                                                                                                    |        |
| 1.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Apologies &amp; Absences</b><br>Apologies received from Rev.JM and SH, both accepted. No absences.                                                                                                                                                                                                    |        |
| 1.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Any Other Business (AOB) items (urgent)</b><br>None.                                                                                                                                                                                                                                                  |        |
| 1.5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Declarations of Interest for agenda items or AOB</b><br>No new declarations.                                                                                                                                                                                                                          |        |
| 2.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Governing Body Priorities 2025 – 26 (Standing Item)</b><br>Priority 1 – Monitoring Strategy<br>Priority 2 – Christian Distinctiveness<br>Priority 3 – Communication Strategy<br>Priority 4 – Learning Environment & Resources<br><br>A regular reminder of the Governing Body's four main priorities. |        |

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| <b>GOVERNOR MEMBERSHIP</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |
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| 3.1                           | <p><b>Update on Governor vacancies</b></p> <p>An election for two parent governors had been held since the last FGB (Full Governing Body) meeting and NB and SH had been elected. KM was in the process of applying to become a Foundation Governor appointed by the Diocese. A further application was being completed following a recommendation from KWB. The Diocese was due to meet again on 28<sup>th</sup> April so it was hoped these two foundation governor appointments would be in place by the next FGB meeting.</p>                                           |    |
| 3.2                           | <p><b>Associate Member</b></p> <p>KM's term as parent governor had ended in March. While KM awaited appointment as Foundation Governor, NJ proposed KM as Associate Member of the TLC (Teaching Learning &amp; Care Committee). NJ would also be the named Link Governor for Safeguarding and Health &amp; Safety (supported by KM) until KM's appointment.</p> <p><i><u>Decision:- The governors approved KM as Associate Member of the TLC Committee until the end of April 2026.</u></i></p>                                                                             |    |
| <b>ADMINISTRATIVE MATTERS</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |
| 3.                            | <p><b>Minutes of the last meetings and Matters Arising</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |
| 3.1                           | <p><u>FGB (Full Governing Body) Minutes dated 17<sup>th</sup> December 2025</u><br/><i>Accepted &amp; Approved.</i></p> <p><b><i>The Governing Body approved the Minutes of the FGB meeting held on 17<sup>th</sup> December 2025, as a true and accurate account of the meeting, the minutes will be signed by NJ, Chair of Governors.</i></b></p>                                                                                                                                                                                                                         |    |
| 3.2                           | <p><u>Actions/Matters Arising from the FGB Minutes dated 17<sup>th</sup> December 2025</u></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |
| 3.2.1                         | <p><u>Item 3.2.2 – Actions/Matters Arising from the FGB Minutes dated 18<sup>th</sup> November 2025</u><br/><i>KM to review safeguarding training with RT and see if any further courses needed completing.</i><br/>RT had completed the online ODBE (Oxford Diocese Board of Education) induction training for new foundation governors. KM would send information on safeguarding training to the new parent governors and also send to RT as well. <i>Action Updated.</i><br/><br/><i>Action:- KM to send information on safeguarding training to NB, SH and RT.</i></p> | KM |
| 3.2.2                         | <p><u>Item 3.2.2 – Actions/Matters Arising from the FGB Minutes dated 18<sup>th</sup> November 2025</u><br/><i>KM to review risk assessments for the Year 6 residential trip to Calshot and the Year 5 residential trip to Liddington, Swindon, in 2026.</i><br/>KM had done both of these (while parent governor and Safeguarding Link Governor). <i>Action Closed.</i></p>                                                                                                                                                                                                |    |
| 3.2.3                         | <p><u>Item 3.2.4 – Actions/Matters Arising from the FGB Minutes dated 18<sup>th</sup> November 2025</u><br/><i>Christian Distinctiveness with a focus on the school's vision to be agenda item for the March FGB agenda.</i><br/>This had been done. See Item 7.2 below. <i>Action Closed.</i></p>                                                                                                                                                                                                                                                                          |    |
| 3.2.4                         | <p><u>Item 3.2.5 – Actions/Matters Arising from the FGB Minutes dated 18<sup>th</sup> November 2025</u><br/><i>Any Governing Body Monitoring Visit forms to be sent to the Clerk for record keeping.</i></p>                                                                                                                                                                                                                                                                                                                                                                |    |

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|                        | This had been a general reminder for all governors. <i>Action Closed.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>STRATEGIC FOCUS</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 4.                     | <p><b>Head Teacher Update – Spring Term 2026</b></p> <p>RC said the SDP (School Development Plan) had now been written, starting from January 2026, and would be available on the Drive. The main development targets had not changed, there continued to be a focus on writing, especially consistency. Behaviour was quite good at the moment. The classrooms were productive with the children engaged and excited about their learning.</p> <p>Eleven children had left the school over the previous term, some had been within the same family. This had had a huge impact on the morale of staff, especially as some parents had said positive things about the school, but had decided to move their child to a different school. RC said staff were now focusing on what the school did well and what they wanted to do well, including enrichment opportunities. The aim was to focus on the children who were attending the school. The recent school disco had been very successful. There had also been a whole school trip earlier today which the children had very much enjoyed and had gone very well. RC said the parents also seemed happier.</p> <p><b>Comment:</b> Last term, with several children leaving, there had seemed to be a sense of uncertainty among the staff, they had taken things very personally, but now there felt a more productive vibe.</p> <p><b>Question:</b> Were children leaving at the same time?</p> <p><b>Response:</b> RC said it was either side of half term, including several from Year 6. However, there had also been some new children who had joined the school, four had joined just recently and another one was due to join after Easter.</p> <p><b>Comment:</b> The letter written by the headteacher had also been helpful. Feedback from parents now was very positive. The Classes were also generally better settled, the dynamic had changed.</p> <p>RC reported one of the main issues at present was a staff member not being in school since November 2025. This was a situation which would not resolve quickly and cover was needing to be paid for three days a week accordingly. RC said all procedures were being followed. There was also an impact on the budget.</p> <p><b>Question:</b> What about the maternity leave?</p> <p><b>Response:</b> RC said she did not know, the teacher was due to return in November 2026, but did not need to confirm this yet.</p> <p>The new catering company would start after Easter and will be appointing a new cook, the current cover cook was very good and keen to work with the children as well. The new caterers were keen to encourage meal take up. The cost of the meals was good, the school being set to lose less than previously.</p> <p><u>Policies</u><br/> <i>Restrictive Intervention Policy</i></p> <p>RC explained the DfE (Department for Education) had released new statutory guidance on restrictive interventions (physical, secluding etc). RC said staff did not do this unless there was an emergency, so did not have a direct effect and the school did not have an isolation room. The guidance also covered informing parents, which the school was aware to do anyway. It would soon be statutory, if a pupil were suspended, for consideration of the suspension being held within school for a non-violent incident. RC said the school did not tend to use suspension as a first measure. This information would sit alongside the guidance.</p> <p>RC confirmed no staff had restraint training and this was not currently offered by the LA (Local Authority). However, staff were able to intervene if they needed to.</p> <p><b>Question:</b> If reasonable force was used by a member of staff, was this recorded?</p> <p><b>Response:</b> RC confirmed it would be recorded on CPOMS (Child Protection Online Management System).</p> |  |

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|  | <p><i><b>Suspension &amp; Exclusion Policy</b></i></p> <p>RC had also updated the Suspension &amp; Exclusion Policy making it shorter as a lot had been taken from the statutory guidance. The policy now said how the guidance needed to be followed and there was a summary behind what would be done. Information was therefore not replicated.</p> <p><i><b>Behaviour Policy</b></i></p> <p>RC had updated the body of the text. The other two policies above could then be appendices to this.</p> <p><u><i><b>Decision:- The governors approved the Behaviour, Suspension &amp; Exclusion and Restrictive Intervention policies.</b></i></u></p> <p>RC had recently attended a Headteacher conference where the majority attending had been West Berkshire primary heads. There had been an interesting talk on teaching and learning and it had been a valuable networking experience and good opportunity to see how other schools were in similar situations. Information was being put together for the LA regarding support for SEND (Special Educational Needs &amp; Disabilities). The LA were also running the small schools consultation, it was believed the ideal was one form entry to be the most cost effective.</p> <p><b>Question:</b> Did the LA's agenda seem to be to close smaller schools?</p> <p><b>Response:</b> RC said the LA were looking at schools with more than 10% in surplus spaces. There were various risk factors, including buildings. There were several WBC (West Berkshire Council) schools who were a similar size to Woolhampton, but there were also much smaller schools. The birth rate was known to be low.</p> <p>RC said numbers for the Reception Class in September were looking low, potentially five, and siblings were not coming through at the moment either. RC was determined to try and increase that number. WBC forecast the numbers and Reception was due to be full again the following year. It was known the current year was a low birth year, but numbers had fallen generally. Governors agreed it was important to be proactive to increase numbers in Reception. There had been 17 applications for September, once the accepted list was known, it would be possible focus on those who had Woolhampton as second choice.</p> |  |
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## COMMITTEES

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| 6. | <p><b>Finance &amp; Resources Committee</b></p> <p>The committee had met on 11<sup>th</sup> March and the draft minutes had been made available to governors ahead of this meeting. AD said the main update had been, since the time before when the committee had met in January when the deficit had been approximately £2,000, in March the deficit was now more than £17,000. This was mainly due to the staff absence and cover discussed in Item 5 above.</p> <p>The catering contract was ready to begin in April.</p> <p>The committee had discussed the general dissatisfaction with the cleaning service, despite inspections. The SBM (School Business Manager) will probably move to tender as it was an extended rolling contract, although this would likely mean an increase in cost. AD hoped there would be a further update at the next committee meeting, especially the condition of the school hall.</p> <p>Revenue was down for Wraparound Care since losing the children who attended from Bucklebury Primary School, income having reduced from about £10,000 to £6,500. The LA had granted funding of £4,900 to help with the loss of income. Peter Thorne, Wraparound Care Co-ordinator with the LA, had been to look at the provision, consider possible changes, such as incorporating other clubs/activities to gain income. RC said the idea was to try and make the After School Club more attractive and would need to see how the recommendation of brining other clubs in</p> |  |
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|  | <p>would work.</p> <p><b>Question:</b> Was there a timeline for this?</p> <p><b>Response:</b> RC said the SBM had been in contact with Peter Thorne again. The plan was to ideally make changes to start in September. This would mean looking at how much the activity organisers would need to be paid, and there was a risk if children did not attend in good numbers.</p> <p>The school had moved to a new HR (Human Resources) provider which was cheaper and more effective.</p> <p>The draft budget was currently being prepared and set with worse case scenarios. Several elements were unknown, teacher pay awards, high needs top up funding and pupil numbers. The school will receive money for those 11 children who had left as they had been on roll when the October census had been taken. Pupil numbers at the October 2026 census would then affect funding going forward.</p> <p>New fencing will be installed during the Easter holidays, there will also be new gates at the back. Work on the roof was on the waiting list for Diocese support. Quotes for lighting were being sought. The retaining wall remained a safety concern. Repairs were expected to cost around £200,000 and were provisionally considered for summer 2027. This would involve structural grounds work and reinforcements. Something needed to be put in place for the meantime, that did not look too unattractive when showing round prospective parents. The school will need to pay 10% which will come from the school's Trust funds. Builders engaged by the Diocese will carry out the work.</p> <p>The school minibus MOT was due in May. The minibus had been serviced quite recently. To replace it with a five year old fairly low mileage minibus would cost approximately £18,000 to £19,000.</p> <p><b>Question:</b> How many children use the minibus daily?</p> <p><b>Response:</b> RC said it was sometimes full in the mornings, some families could not get to school otherwise. The minibus was also used during the day.</p> <p><b>Question:</b> Did the school charge for using the minibus?</p> <p><b>Response:</b> RC confirmed they did not.</p> <p>FoWS (Friends of Woolhampton School) had funds of £10,000, £8,000 of which could be used (£2,000 retained to run activities). The pre-loved sale had made £800. The Easter Egg hunt was taking place tomorrow, there would be a summer fayre and the fireworks event was planned for again in November. FoWS were keen to support a specific project. Match funding was a possibility. The minibus would also incur driver and running costs.</p> <p><b>Question:</b> What about Parish Council funding?</p> <p><b>Response:</b> RC and AD said this could be worth enquiring about, it fitted with the sustainability of the school as well as the environment. The school may be able to claim back the VAT as well.</p> <p><b>Comments:</b> Sponsorship for a new minibus may also be a possibility. There were also donations.</p> <p>The committee had also reviewed the SFVS (Schools Financial Value Standard) which had been updated to reflect the current situation. RT had also completed the online governor finance training with the NGA (National Governance Association).</p> <p><u><b>Decision:- The governors approved the SFVS March 2026.</b></u></p> |  |
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## GOVERNANCE

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| 7.  | <b>Updates</b>                                                                                                                                                                                                                                                                                                                                                                     |  |
| 7.1 | <p><b>SEND (Special Educational Needs &amp; Disabilities)</b></p> <p>KWB had conducted a governor learning walk. KWB said those children needing one-to-one support were doing much better The ELSA (Emotional Literacy Support Assistant) room had been set up really well, KWB had also spoken with the ELSA.</p> <p><b>Question:</b> How long had the school had this room?</p> |  |

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|     | <p><b>Response:</b> RC said it was being developed since just before Christmas. It was helpful for supporting mental health and wellbeing.</p> <p>KWB had also spoken to the SENCO (Special Educational Needs Co-ordinator), looked at plans and SAP's (Support &amp; Achievement Plans) showing the school's co-ordinated and thought through approach, especially baring in mind the constraints, resources and space at the school.</p> <p><b>Question:</b> What about those children who had SEND but did not get one-to-one support?</p> <p><b>Response:</b> KWB said the plan was to spend more time with them in the class room at the next visit. KWB said it was challenging but the children were getting good adaptation for the curriculum, and were making progress, even though this might not be the same progress as non-SEND children. This was not because of the lack of support but due to their SEND needs.</p> <p><b>Question:</b> What about the parents?</p> <p><b>Response:</b> RC said the SENCO had done individual parent meetings as well as parents evening. There will also be a longer session for SEND parents.</p> <p><b>Question:</b> What had been done since November?</p> <p><b>Response:</b> RC said the Nurture Classroom was provision for any child, although children who were not in the classroom were regular users. LA funding remained very low. The school felt safer for the staff and pupils.</p> <p><b>Question:</b> Were there plans to re-integrate children taught outside of the classroom?</p> <p><b>Response:</b> RC said this was generally not safe, but had to happen gradually when attempted.</p> <p><b>Question:</b> Can the school say if they cannot meet a child's needs?</p> <p><b>Response:</b> RC said they did have children on the waiting list for special school places but there were not currently any available. There was funding available for some alternative provision, a maximum of three sessions a week out of school. RC said staff were doing everything they could for the children. The concern was also those children who were not high needs but may not receive the extra adult support.</p> |  |
| 7.2 | <p><u>Christian Distinctiveness – with a focus on the school's vision</u></p> <p>RC said the school's strapline needed to be more accessible and useful. RC had spoken to staff. They were keen to include something regarding one of the lines in the school prayer which valued coming together as a community and individuals aiming to be the best they could be. This did not have to be Christian based, RC said a relevant bible quote had proved difficult to find. The school's vision valued everyone being unique. The update to the strapline remained a work in progress.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 7.3 | <p><u>Child Protection &amp; Safeguarding</u></p> <p>KM had completed two visits and actions had been made. A governor was needed for website compliance. Safeguarding and safer recruitment training was being reviewed. Plans were in place around sufficient DSL's (Designated Safeguarding Leads) and training was up to date (Mrs Perrin would be doing DSL training in May to be a Deputy DSL).</p> <p>The school had one open case to Children's Services.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| 7.4 | <p><u>Health &amp; Safety</u></p> <p>The retaining wall was a concern. The structural engineer from the Diocese had said in the Autumn Term it was not an immediate risk. The fence had been moved as advised, but this was a temporary measure. The perimeter fencing was being organized. The new gate would also give space for a fire engine to access the school from the field behind. Phase 2 of the playground improvements was on hold for the moment. Quotes were being sought for ironmongery on the EYFS (Early Years Foundation Stage) door. KM had also completed a walkaround and things</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |

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|                        | were otherwise find.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| 8.                     | <b>Governor Monitoring Visits</b><br>NJ had carried out an EYFS Governor visit on 4 <sup>th</sup> March. The wall by the EYFS area had also been discussed, as well as the wellbeing of staff and children and keeping them safe. Work on the development of the children's fine motor skills was going very well. FS added it was having a really good impact. Regarding pupils numbers for September in Reception, this was a concern, as mentioned earlier, nursery age provision was also a consideration to explore further going forward. CJ will do a Maths Governor Visit in the Summer Term. |  |
| 9.                     | <b>Governor Training &amp; Development</b><br>As noted earlier, RT had completed the Diocesan online governor training for new Foundation Governors. KM was ensuring safeguarding training was kept up to date. The downloading of any previous courses completed via the NGA's Learning Link needed to be done by this weekend as the provision moved to a new platform. The Clerk had sent governors information on how to access the new Learning Link site.                                                                                                                                       |  |
| 10.                    | <b>FoWS (Friends of Woolhampton School) Update</b><br>£8,000 was available for a project, although governors felt it wise to wait and see how things went with the minibus. Some good events were planned including a summer fayre and fireworks in the autumn.<br><b>Question:</b> Had there been any impact on FoWS with parents leaving the school?<br><b>Response:</b> AD said FoWS were continuing to try and recruit and the recent pre-loved sale had helped with new involvement.                                                                                                             |  |
| <b>OTHER MATTERS</b>   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 11.                    | <b>GDPR (General Data Protection Regulation)</b><br>Nothing to report.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 12.1                   | <b>Community, Church &amp; School Events relevant to Governors</b><br>The Easter Service was taking place in St Peter's Church on 27 <sup>th</sup> March at 1.15 pm.                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| 12.2                   | <b>Articles for publication in the Online Newsletter and/or Community Magazine</b><br>RT would be writing the newsletter article for April, to be published in the May edition.                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 13.                    | <b>AOB</b><br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>MEETING SUMMARY</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 14.                    | <b>How has this meeting fulfilled our strategic purpose?</b> <ul style="list-style-type: none"> <li>Filling governor vacancies.</li> <li>SFVS – evidence of efficient governance, best practice and best value.</li> <li>Continued monitoring and concerns around schools finances.</li> </ul> <b>How has this meeting fed into our Christian vision?</b> <ul style="list-style-type: none"> <li>Starting to look at changes to strapline.</li> </ul>                                                                                                                                                 |  |
| 15.                    | <b>Dates of next meetings</b><br>Wednesday 29 <sup>th</sup> April at 6.30 pm (HT Report, Budget)<br>Wednesday 15 <sup>th</sup> July at 6.30 pm (HT Report).                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |

The meeting closed at 8.25 pm.

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|----------------------------------------------------------|------------|
| Mins of Full Governing Body: 25 <sup>th</sup> March 2026 | Signature: |
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