MINUTES OF THE MEETING OF THE GOVERNING BOARD OF MONKSDOWN PRIMARY SCHOOL HELD AT 9.30 AM ON THURSDAY 03 JULY 2025

PRESENT

Martin Chair
Jacquie Headteacher
Josh
Joanne
Fabienne

ALSO PRESENT

Terry – Clerk

24/64 WELCOME

The Chair welcomed governors to the meeting.

24/64 APOLOGIES FOR ABSCENCE

Apologies for absence were received and accepted from Maya

24/65 DECLARATIONS OF INTEREST

There were no declarations of interest relevant to items on the agenda.

24/66 MINUTES OF THE PREVIOUS MEETING 15 MAY 2025

The minutes of the meeting 15 May 2025 were approved as a correct record of the meeting.

24/67

MATTERS ARISING FROM THE MINUTES

The following matters arose from the minutes:

Item 24/52 Health & Safety – M had met with new site manager and was very impressed with the work he was carrying out. The site manager would be working additional hours over the summer break to carry out maintenance/improvement works.

24/68 SCHOOL IMPROVEMENT – CURRICULUM

Chair

It was agreed to defer this item as the subject lead was absent due to illness.

24/69 FINANCE REPORT

Governors were provided with a comprehensive finance report. J Needham highlighted the following points:

i. Staff were aware of the budgetary constraints.
ii. It was noted that senior leaders and governors had worked hard to ensure the budget was balanced for this year. This required senior leaders and governors to make some difficult decisions. Governors and senior leaders had also examined future budget projections and agreed to continue to closely monitor budget in order to take actions in a timely fashion to ameliorate future budgetary pressures, including seeking alternative sources of funding. iii. Over half of the supply cover budget had been spent already. Senior leaders were look at creative ways inhouse cover could be used.
iv. Senior leaders were also looking at alternative sources of funding e.g., external grants etc.
v. It was agreed to transfer £286 from reserves to the insurance budget line.
vi. It was noted that previously there had been a lot of spending in premises. It was expected that this spending would be reduced going forward, especially with the appointment of the new site manager who could carry out many of the minor repair/maintenance jobs.

Governor Challenge

Governors asked the following questions:

i. Would it be possible to "double up" classes? ii. What did "up to date" in the report refer to? iii. Would the supply budget be enough?
iv. What had been the impact of the budgetary constraints be on staff?
v. Was the school receiving adequate support from the local authority?
vi. Had the local authority given any instructions regarding the budget?

J and J responded as follows:

Chair

i. Due to staffing and curriculum constraints, it would not be possible to "double up" classes.
ii. "Up to date" referred to 27th June 2025. iii. It was expected going forward, that cover would be supplied inhouse, so the £ should be enough.
iv. There had been no impact on staff as of yet.
v. Following some initial staffing issues, the local authority was providing adequate support.
vi. The budget was not in deficit this year. So, the local authority had not issued any specific instructions. However, there may be deficits in future years, so deficit budget training was being undertaken. It was noted that many local schools face the same financial pressures. It was also noted that there could be no further reductions in staffing.

Governors thanked J , for her report and approved the revised budget for 2025/26. Governors offered their assistance in making bids for external funding/grants.

24/70 ASSESSMENT

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Governors were provided with a detailed report on the end of year pupil progress and attainment data. J highlighted the following points:

i. Not all the data had been validated as of yet. ii. The Phonics data had been validated and in Year 1 70% of pupils achieved the required standard. iii. It was expected that the results for the Year 4 multiplication check would be above the national figures.
iv. The best staff were used for interventions.
v. There were regular pupil progress meetings, at which barriers to learning, and strategies to overcome the barriers, were identified.
vi. There had been some pupil mobility in the Early Years Foundation Stage. With some children leaving and some who were not at GLD (Good Level of Development) entering EYFS. vii. The school had been externally moderated by SIL for writing. The process was very positive with one child's results being improved.
viii. Leaders were looking at a new AI (Artificial Intelligence) based assessment framework for writing.

Governor Challenge

Chair

Governors asked the following questions:

i. Were home educated children included in the data? ii. Why was there a dip in the Phonics results compared to the previous year?

J responded as follows:

24/27 POLICIES AND DOCUMENTS

Governors reviewed and approved the following policies and documents:

i. Dignity at Work

24/72 HEADTEACHER'S REPORT

A comprehensive headteacher's report had previously been circulated to governors. J highlighted the following points:

i. A bid for funding for the refurbishment of pupil's toilets, Key Stage 1 initially, had been submitted to the local authority.
ii. The school had received the Inclusion Quality Mark. The assessor's report was very positive, and the school had been awarded Centre of Excellence status.
iii. One member of staff on maternity leave had resigned as they had got another job. The post would be covered internally initially. This would be reviewed in December. A teaching assistant on a temporary contract had resigned. The post had been advertised. An Early Careers Teacher (ECT) was covering a maternity leave until February. Another ECT was covering a maternity leave for the whole of the next academic year. An ECT was also working at the school for two days a week.

Governors thanked J for her report.

24/73 PUPIL VOICE

Governors watched a video in which pupils described their participation in a number of events, such as the Pearson award, knife crime awareness, sponsored run (which was featured in TV) and the Citizen UK programme in

Chair

which pupils presented a message to the Prime Minister regarding free school meals for all.
Governors noted the extent and range of activities pupils were involved in.
Governors thanked pupils and staff for their hard work and commitment.

24/74 ANY OTHER BUSINESS

J . reported that he was involved in developing a project that may be able to provide the school with some funding. J agreed to update governors on the project at a future meeting.

24/75 CHAIR'S ACTIONS

There was nothing to report under Chair's actions.

24/76 GOVERNING BOARD ITEMS

Governors considered the following items:

i. Training – J M , and J had attended training on School Finances. This had assisted governors in managing the budget in challenging financial circumstances.

24/77 DATE AND TIME OF NEXT MEETING

Thursday 25 September 9.15am
The Chair wished everyone a restful summer break and closed the meeting at 11.10am

Chair