MINUTES OF THE MEETING OF THE FULL GOVERNING BODY OF MONKSDOWN PRIMARY SCHOOL
THURSDAY 9TH JULY 2026

PRESENT

Martin Reynolds – Chair of Governors
Jacquie Price – Head Teacher
Gill Stewart – Deputy Headteacher
Josh Cliff – Vice Chair
Katie Lawerson – Teacher Governor
Maya Diab – Parent Governor
Sequoia Chapman – Parent Governor
Claire Essame – EYFS Governor/Co-opted Governor
Joanne Needham - Business Manager

ALSO PRESENT

Chitra Radhakrishnan – Clerk to the Governors

01 WELCOME & APOLOGIES

The Chair, Mr. Reynolds, opened the meeting and welcomed all governors and attendees. It was noted that no apologies for absence had been received.

02 MINJTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on **26th March 2026** were reviewed.

- **Resolution:** The minutes were approved as a true and accurate record.
- **Matters Arising:** There were no outstanding actions or matters arising requiring the governing body's attention.

03 FINANCE – BUDEGET MONITORING

The governing body received and reviewed the budget monitoring reports for the **2026–27** financial year, with expenditure updated as of **7th July 2026**.

- **Financial Forecasts & in year balance for FY 2026-27:**
  - A draft carried-forward surplus of [redacted] from the 2025–26 financial year was noted.
  - Based on current projected future year allocations, the school is forecasting an in-year surplus of [redacted] for the current financial year.
  - The cumulative surplus by the end of year three is projected to be [redacted].

_____ Chair

- **Other Expenditure not including staff cost Review (as of 7th July 2026) for FY 2026-27:**
    - The original approved budget for other expenditure not including staff costs was [redacted].
    - Year-to-date spending stands at [redacted], leaving a remaining balance of [redacted].
    - This represents an expenditure of **32.8%** of the approved non-staffing budget.
- **Strategic Discussion (Sustainability):**
    - The governors discussed potential long-term energy cost savings. It was agreed that the feasibility of installing solar panels should be formally evaluated in future meetings to support both the school's sustainability goals and financial efficiency.

04 HEALTH AND SAFETY

- Fire Safety: It was reported that a recent fire drill had been successfully conducted. Both staff and pupils followed evacuation protocols efficiently.

- Premises Site Walk: The Chair of Governors conducted a site walk of the school premises. Two primary areas of concern were raised for management's attention:

    - The presence of broken chairs requiring disposal or repair.
    - General untidiness in certain areas of the estate.

05 SRE PARENTAL CONSULTATION

The Headteacher presented an updated report detailing the outcomes and feedback from the recent SRE parental consultation.

Resolution: Following discussion, the Governing Body formally approved the report and its recommendations.

06 DISADVANTAGED PUPILS - STRATEGY

The Headteacher presented the updated Disadvantaged Pupils Strategy report for review.

- **Discussion:** The Chair commended the school's strong professional values and praised the leadership team for maintaining excellent, positive relationships with parents.
- **Resolution:** The Governing Body approved the updated strategy.

---------- Chair

07 HEADTEACHER'S REPORT

The Headteacher's termly report was received and reviewed by the board.

- **Attendance:** The Chair noted that student attendance levels remain stable at **93.9%** and questioned current strategies to maintain or improve this benchmark.
- **Inspection Readiness:** The board noted that the school is within its window for an inspection, which is anticipated around February 2027. Management confirmed preparation plans are underway.
- **Resolution:** The Governing Body formally approved the Headteacher's Report.

10 POLICIES FOR APPROVAL

- **Policy Approvals:** The Governing Body reviewed and formally approved all policies presented at the meeting.

- **Operational Matters (DBS Clearances):** School management raised an operational concern regarding significant delays in the processing times for Disclosure and Barring Service (DBS) checks, which impacts recruitment and onboarding timelines.

11 PUPILS VOICE – ENRICHMENT

The board welcomed a group of students into the meeting room to share their experiences regarding recent school enrichment trips, including excursions to London, Wimbledon, and various chess competitions.

- **Student Feedback:** The pupils articulately explained how these opportunities had helped them build confidence, foster high ambitions, learn the values of sportsmanship, and develop new long-term interests in tennis and chess.

- **Governors' Feedback:** The board thanked the students for their excellent presentations and commended the impact of the school's enrichment programme.

12 Date and Time of Next Meeting

The schedule of future meeting dates was reviewed and agreed upon by all governors. The next meeting of the Governing Body is scheduled for **Thursday, 24th September 2026 at 9:30 AM.**

---------- Chair