




<p>Joint</p> 	 <p style="text-align: center;">THE FELLOWSHIP OF ALL SAINTS KIRKBY OVERBLOW AND NORTH RIGTON CHURCH OF ENGLAND PRIMARY SCHOOLS</p> <p style="text-align: center;">Meeting of the Joint Local Governing Body 11 June 2025, 5pm at All Saints</p>	
MINUTES – approved for circulation		

<p>Governing Body Core Functions Ensure the vision, ethos and strategic direction of the school is clearly defined Ensure the Headteacher performs their responsibilities for the educational performance of the school Ensure the sound, proper and effective use of the school's financial resources</p>	
<p>Present: Amber Andrews (AA) Headteacher; Joanne McCudden (JMc) Chair of Governors; Emily Boughan (EB); Sophia Gardiner (SG) Staff Governor and Assistant Headteacher, NR; Sarah Honey (SH) Staff Governor and Assistant Headteacher, ASKO; Rosemary Hunt (RH) Vice Chair; Helen Laflin (HL); Emma Littlewood (EL); Stroma McDermott (SMc); Fiona Parish (FP) Apologies: Jane Goodwin (JG) CEO; Sarah Barnett (SB); Mark Wilkinson (MW) In Attendance: Amanda Foster (AF) School Business Manager; Trudy Searle (TS) NYC Clerk</p>	
<p><i>The meeting opened at 5pm</i></p>	
<p>1</p>	<p>Welcome and Apologies JMc opened the meeting.</p> <ul style="list-style-type: none"> - Apologies were received from SB and MW. Both were consented to. - JG had also given her apologies. - HL advised she would be late joining the meeting - RH had tendered her resignation to take effect at the end of this academic year. RH was thanked for her massive support to the school during her time as a governor and as chair.
<p>2</p>	<p>Meeting administration Declaration of interests: Standing declarations: SMc is a governor at Goldsborough Sicklinghall Federation and Poole Primary School Determination of any confidentiality matters: None Any other business: Governor communications (JMc)</p>
<p>3</p>	<p>Minutes arising from the governing body meeting on 29.01.2025 These were agreed as a true record for JMc to sign, a copy to be filed in each school and posted on the school website.</p> <p>Update on actions/matters arising <u>North Rigton School House</u> EL has been appointed as the second trustee. Banking mandates are being updated.</p> <p><u>Governor training records</u> Some issues uploading certificates to GovernorHub. Helen Boulton will be advised and guidance sought for next term. Action: TS</p> <p><u>GovernorHub – Compliance</u> Ask SB to update confirmations and mandatory training. Action: TS</p> <p><u>Governor vacancies</u></p>

	<p>A new Foundation Governor has been approved by the PCC. References are being taken up with a view to the new governor attending the next meeting.</p> <p>There will be a co-opted vacancy when RH leaves. AA is looking into potential candidates from Kirkby Overblow. TS reminded governors about maintaining a balance of governors who are parents and non-parents.</p> <p><u>Raising the profile of North Rigton</u></p> <p>The copy deadline for the next parish newsletter is 7 July. Action: SG</p> <p>All other actions completed or covered elsewhere on the agenda.</p>
4	<p>Resources</p> <p>MW had reviewed all the papers and given his feedback and observations to JMc before the meeting.</p> <p>AF highlighted the following points:</p> <p><u>Premises</u></p> <p><u>Paper: Premises report, June 25</u></p> <p><u>All Saints</u></p> <ul style="list-style-type: none"> - The canopy outside Saturn has had some work on the supports and the roof replaced. - The annual surveyor's report on the school house has identified a few things still need doing. Tom Stephen, Trust Estates Manager, is producing a report for the work required during the next academic year. N.B. Rental income is now kept separately to contribute to this work. <p><u>North Rigton</u></p> <ul style="list-style-type: none"> - Apples classroom has undergone refurbishment following the new double patio door being installed. The ceiling was damaged from the roof leaks and was repaired as part of the refurbishment. Flooring was replaced in line with Condition Survey reports. - Work on the roofs above Pears and Busy Bees has been undertaken to address the water ingress. <p><u>SCA Bids 2024/25</u></p> <ul style="list-style-type: none"> - All Saints were successful in securing funds to replace the heating system throughout school. Quotes are currently being obtained to see which heating system is most viable and economical including infrared panels, radiators, air conditioner units. This work is likely to be completed during the summer break. - North Rigton didn't receive any SCA funding towards the flooring replacements. Looking at other ways to fund this work. <p><u>Other works</u></p> <p>North Rigton will be having the playground installed during the summer holidays. This includes a KS1 trim trail, a KS2 trim trail, a covered Discovery area, and seating.</p> <p><i>HL joined the meeting.</i></p> <p><i>Q. Will there be a shortfall in funding the new playground and what is the cost?</i> <i>A. £15-16k. This is lower than expected due to the low height of the equipment and soft flooring not required. Being partially funded through fundraising and a request for a contribution from the school house fund. Funding the remainder will be spread over 2 years.</i></p> <p><i>Q. Is there an update on the purchase of the school field?</i> <i>A. The Trustees have given the go ahead to enter negotiations with Jo Williams for the Trust to purchase the field. AA will liaise with JW initially and then handover to the legal team to finalise the purchase. There has been full transparency with JW's family throughout the process. Once the purchase has been completed, will apply to put in a footpath around the field and an internal fence.</i></p> <p><i>Q. Are there any restrictions as to what the field can be used for?</i> <i>A. None apart from the usual planning permissions.</i></p> <p><u>Finance</u></p> <p><u>Papers: BMR4s (P8) for each school, summary and detailed + finance report, June 25</u></p> <p>AF highlighted the following points:</p>

- Staffing costs have increased in both schools with pay awards and NI increase.
- The Core Budget Grant was allocated to cover the teachers' pay awards.
- NI Grant to cover NI increased costs from April 2025
- Savings made around utilities as charges lowered. Water company changed and catching up of mis-read bills.

ASKO

- Currently maintaining the budgeted deficit.

NRP

- Budgeted surplus of £7,018 brought to £0 to give a balanced budget.
- The CFO and Trustees agreed to a deficit of **£6,746** to support high level of SEND children.

Q. Is this enough to cover the additional costs?

A. This was enough up to Easter.

Following this agreement there have been absences of teaching staff and support staff:

- Teacher was on extended absence but has now returned. Covered by HLTA stepping up to teaching role. (CD aware of this).
- One member of staff on LTA due to bereavement. This role is being covered long-term by agency GTASEN from Easter and possibly to the end of term. (CD aware of this)
- Further support staff absence from half term but should be shorter term but as this is 1:1 staffing needed to be covered by supply agency GTA.

The P9 reports are showing a deficit of £14k. This is being fed back to the trustees.

Q. Will the deficit be carried over to next year?

A. This is difficult to predict until the number of EHCPs is known. N.B. Even with an EHCP there is a funding gap of c£18k just for the cost of a GLTA and EHCP funds also have to go towards any resources that are required which means the gap is even bigger.

Q. Is this a trust wide issue?

A. The trust has appointed an SEN supervisor who is currently auditing all the schools to establish the trust wide position. The SEN Adviser at NYC was only funded until Easter so now back to 26 week backlogs with EHCP applications.

Q. Are there opportunities to upskill existing TAs?

A. Apprenticeship opportunities have been offered to existing staff but no-one has taken up the offer. Important to note that CPD is ongoing and all staff are involved in developing skills in adaptive teaching.

It was noted St Peters have staff who are completing the apprenticeship programme and this is working well. It was suggested it might be useful if these staff share their experience with staff in the Fellowship. AA advised that apprenticeships had been advertised outside school and a new apprentice would be joining shortly.

Q. Are there any plans for the trust to have a central supply team?

A. This has been discussed but would need to reach a critical mass to implement.

Papers: 3 year budget reports

All Saints

- £14k deficit in Year 1 moving to a healthy surplus in Year 3 resulting from an increase in the number on roll

North Rigton

- Won't achieve a balanced budget until Year3
- Receiving a lot of interest from new families
- If the number on roll doesn't increase will need to evaluate staffing in Years 2 and 3
- Focusing on marketing the improved outdoor facilities

	<p>Q. What are reception numbers in September?</p> <p>A. North Rigton: 13. All Saints is oversubscribed (2 appeals). Parents are being told there are vacancies at North Rigton.</p> <p>Q. What marketing is planned for North Rigton?</p> <p>A. Planning a big opening of the new playground in September. Marketing communications will emphasise the investment in the school and the strength of the staff team. The 'In and Out Picnic' being organised by the caterers is also a great opportunity to raise the profile of the school.</p> <p><u>Governors unanimously recommended the 3 year budgets for both schools</u></p>
5	<p>Headteachers Report</p> <p><u>Papers HT reports + SEFs & SDPs + Parent, pupil & staff survey results + response to YCST survey</u></p> <p>AA highlighted key points and invited questions / observations from governors.</p> <p><u>All Saints</u></p> <ul style="list-style-type: none"> - <u>Contextual data</u> 15 children offered places in Reception for Sep 2025, with a waiting list of 5 and at least 2 appeals. We are also now receiving enquiries from Sicklinghall families. 2 pupils to join from Sicklinghall after May half term (year 2 and year 5) - <u>Staffing</u> 2 resignations (details provided in HT report) A successful recruitment of a maternity cover teacher (an experienced key stage 1 teacher who currently works in a large primary school in Leeds) An apprentice TA has been appointed to work across both schools in the Fellowship, to start this term. - <u>Behaviour and Attitudes</u> Attendance Initiatives: Strategies will be developed to engage pupils and parents more effectively in improving attendance. Weekly emails are now sent to parents of pupils who have had less than 95% attendance or have been late during the week. Fines are now given for pupils taking unauthorised holidays of 10 sessions or more. - <u>Personal Development</u> A lot of wonderful things going on. Staff working very hard to make things happen. - <u>Quality of Education</u> Covered further in the SEF and SDP - <u>Data</u> Shared previously. <p><u>North Rigton</u></p> <ul style="list-style-type: none"> - <u>Introduction</u> All new staff have made a brilliant start to the school year, with a successful autumn term seeing many positive responses and messages from parents. <p>Q. How is the ECT monitoring going?</p> <p>A. Very well, weekly observations are taking place and all on track to pass.</p> <p>Q. How have Year 5 and 6 children coped with the flux? Are they settled?</p> <p>A. The teacher is back now. The HLTA knows the children and could easily step into the role. They will also be teaching them next year.</p> <ul style="list-style-type: none"> - <u>Contextual data</u> On roll – 94 1 pupil has moved to a larger school to establish new friendships as has struggled socially for a number of years being a girl of only 5 in the year group 1 pupil has moved to another area of the country Predicted Reception intake for September 2025: 12/13 children

Communications from 3 other families who are either moving to the area or considering moving children from local schools: 7 children

A governor made an observation that a lot of children had left this year and there is a risk of more children leaving. AA advised that there were no patterns in the reasons for children leaving.

Q. What interventions have been put in place for girls in Year 5?

A. Potential issues are anticipated and a lot has been done (SG provided examples)

Q. Is there a zero tolerance policy to bitchiness and unkindness between girls?

A. These words aren't used but is covered by the behaviour policy.

Q. Are you confident you can be honest with parents if there's a behaviour issue with specific children?

A. Yes, there are processes in place.

A governor made an observation about thresholds and children leaving. SG advised that the Year 5 issue began in Year 1 and parents have been involved

Q. Is there a possibility parents don't understand? Do communications need to be more specific?

A. We'll look into this.

A governor advised that parents are getting upset and approaching governors in the street.

Q. Do you use CPOMS?

A. Yes

It would be useful for us as governors to know what's going on.

A. EL&HL meet with the DSLs for safeguarding reviews and review and monitor data

Q. What learning has there been from the Year 5 cohort?

A. The school has done all it could and has been working on this since reception.

JMc advised there were a communication issues with parents that could be improved upon going forwards, especially in order to maintain the good relationships within the earlier years (Reception to year 4). AA suggested that she and JMc should schedule a meeting the following day to discuss this and this was agreed.

Action: AA&JMc

- Leadership and Management

Q. What do the low level concerns refer to?

A. This was shared at the last meeting and refers to staffing issues which the trust is aware of and actions are being taken.

- Staffing

Currently advertising for an SEN TA. Have received a lot of interest and the supply TA will apply.

- Behaviour and Attitudes

Attendance comments the same as for All Saints.

2 further behaviour issues since the report was produced. A physical intervention and a racist incident. Both recorded on CPOMS and reported to the trust and NYC

Q. Is there any learning for the curriculum?

A. Nothing specifically. Will use this as a checkpoint.

- Personal Development

A lot going on. A small school but all staff very committed to providing a broad range of events and activities.

- Quality of Education & Data

No changes to report. Data discussed at the last meeting.

SEFs & SDPs

Different reports for each school this year as there are new staff at North Rington and there is a new section at the end about the top 3 priorities for each school. AA invited questions from governors.

Q. Are these documents seen by the school improvement adviser?

A. Yes there is a meeting with Mike Smit next week and Mark Colborn visits termly

Survey Results

The survey took place at the beginning of the spring term. AA advised that the response document was an analysis of the key threads in the survey reports:

All Saints

- The children's responses to the bullying question identified that more conversation is needed about helping children understand what bullying is
- The children's responses about the behaviour of other children in school was surprising as behaviour is very good. This possibly relates to an SEN child who calls out a lot

Governors noted their disappointment in staff feedback on the governing body, particularly support staff. SG advised that staff are given the opportunity to discuss the survey results in performance management reviews and nothing came back about governors.

An observation was made about performance management not being the right forum and that staff governors could feed back the views of staff.

EL left the meeting at 7.05pm

TS reminded governors this isn't the role of staff governors and neither are parent governors spokespeople for parents. It was suggested that governors look at ways of approaching staff to understand the reasons behind the feedback from the survey.

AA & JMc agreed they would discuss this further outside the meeting.

Action: AA&JMc

North Rigton

- The behaviour of some children in school is an area of concern. Parents have voiced their concerns about this. There are issues that parents don't know about and the school is managing the situation

An observation was made about the drop in the number of responses to the survey. AA advised this was a similar picture across the trust

A governor also observed that the responses from parents to the question about the school making sure its pupils are well behaved isn't a comment on the children's behaviour but how the school manages behaviour

- The responses about clubs and activities is surprising as we genuinely believe we offer a broad range. It's difficult to unpick the reasons but we'll continue to make sure parents are made aware of what's on offer
- The responses about not recommending the school breaks our hearts but we have to accept we can't please everyone all of the time

JMc gave her assessment – we know some of the issues in some year groups at North Rigton have a link to Covid and staff turnover. Moving forward, the focus for governors and staff needs to be on making sure we're doing the best for children and taking parents with us from reception upwards. JMc will discuss with AA how governors can be more supportive and if there's anything staff can learn. An example was provided of a recent issue with hoodies winding parents up. SG explained the reasons behind the school's decision and advised that notice had been given to parents and the retailer. JMc suggested it would be useful for governors to be made aware of issues like this to 'help grease the wheels' in the community. Another governor noted it was about governors being supportive and advocates for the school.

AA thanked JMc for her observations. She advised that she and SG would reflect on governors feedback and ask SH for her input as All Saints doesn't get comeback like this from parents. AA added that she understands the point about governors being advocates for the school and emphasised the importance of everyone being on message.

JMc advised she'd set up a WhatsApp group for governors.

SH flagged up that consideration needs to be given to the fact that things move at a fast pace in school and the challenges this presents to communicating messages.

A governor commented that North Rigton parents are very different to All Saints parents.

	<p><i>Another governor reminded everyone of the positive messages in the headteachers reports and not to lose focus on this. The feedback from the survey should be used as an opportunity to do something different moving forward.</i></p> <p><i>A general discussion followed about the length and repetitive format of the survey and the drop in the number of respondents. AA advised that an agency was used to manage the survey this year. The trust is looking at ways of increasing uptake.</i></p>
6	<p>YCST Update from Jane Goodwin JG was unable to attend the meeting.</p>
7	<p>Safeguarding SH's update on 1 minute guides was carried forward to the next meeting due to the length of time spent on previous items.</p>
8	<p>Governor visits <u>Paper: ICE, North Rigton, 25 March (HL&EL)</u> Noted. JMc advised she had added 2 further ICE reports to GovernorHub.</p>
9	<p>Governor vacancies Discussed under item 3. Link roles for 2025/26 will be agreed at the next meeting.</p>
10	<p>Governor training / development Carried forward to the next meeting.</p>
11	<p>Policies None to approve.</p>
12	<p>Correspondence AA advised that David Price had died last year. A request has been received from David's wife for a memorial bench to be placed in the school field and this has been agreed to.</p>
13.	<p>Meeting dates agreed for 2025/26 Wed 12th Nov Wed 11th March Wed 10th June Wed 8th July</p>
14	<p>Further items determined for discussion at agenda Item 2 Covered in the discussions under Item 5</p>
15	<p>Date of next meeting 2025 LGB5: - Wednesday 09 July, 5pm, North Rigton</p>
16	<p>What impact have we had since the last meeting on the achievement and wellbeing of pupils and staff in our schools? Governors helped and supported on SATs days.</p> <p>The wording of this item will be changed for the next meeting. Future meetings will also start with a prayer.</p> <p style="text-align: right;">Action: AA Action: SMC</p>

The meeting closed at 7.45pm