

Minutes of the Full Governing Board Business Strategy Meeting

**Moorside Primary School and Nursery
held on Monday 2nd December 2024 at 5.00p.m in School.**

Nurturing Children to Succeed and Achieve

Present: Chris Lea (CL)(Chair), Claire Rowett (CR)(HT), Matthew Kettlewell (MK), Kimberley Mearns (KM), Jen Pallister (JP) and Grace Foster-Lilly (GF-L)

In attendance: Carol Harris (Clerk) (CH)
Karen Taylor (KT) (Bursar)

Core Functions of a Governing Board:

- Ensuring clarity of vision, ethos, Safeguarding and welfare of stakeholders and strategic direction.
- Holding the Headteacher to account for the educational performance of the school and its pupils.
- Overseeing the financial performance of the school and making sure its money is well spent.

1. Welcome to Governors and apologies.

The Chair welcomed all Governors to the meeting held in School.

Apologies and reasons for absence were received and accepted from Rachel Allen (RA) and Kathy Hammersley (KH).

2. Pecuniary Interests

The Chair reminded Governors to declare any pecuniary interests.

No new interests were declared.

3. Confidentiality

The Chair reminded Governors of the need for confidentiality and the meeting determined that no part of the minutes needed to be recorded as a confidential item.

4. To declare the notification of any other urgent business.

It was noted that the meeting needed to confirm that the HT performance Management review had been carried out, there would be an update on the Governance SLA, confidential safeguarding updates and the revised budget to be presented.

8. Finance

This item was moved up the agenda to be discussed so that Karen Taylor (KT), the Bursar, could present her report and leave the meeting.

KT led Governors through the monitoring reports which were shared at the meeting.

Variances in funding were fully explained with increases due to pay grants awarded for the increases in pay, increased nursery numbers, additional funding for SEND and reimbursement through the staff absence scheme.

Increases in expenditure were also explained with additional staffing hours and maternity leave costs.

It was noted that school had saved on supply costs however some of this had been offset by the increase in some ATA hours.

Capital spending was also explained with £500 ringfenced for spending on IT and some devolved capital allocated for the refurbishment of the toilets.

GC.- Where does the capital funding come from?

R.- This comes from the Government and is calculated using a formula based on pupil numbers etc. The amount currently held by school was accrued over the last 4 years.

Looking at the forecast, these numbers were based on the October 2023 census whereas the headcount from the October '24 census shows 176 pupils. Nursery funding is a more accurate figure as this is based on a termly headcount.

The number of children in each year group and the mobility within these groups was further explained.

GC.- Looking at the increased deficit, please can you explain what this is due to?

R.- This is due to inflationary rises, the pay awards and some children leaving the school.

KT explained that the formula funding values haven't been received yet, so the forecasts are based on last year's data. This is a pessimistic budget but should improve once the new values are applied. Pupil Premium funding was also explained as movement within this can impact the data.

	<p>It was noted that there are no immediate concerns around the budget and that the start budget will give a truer picture.</p> <p>All Governors approved the revised budget statement for submission.</p> <p>Regarding school meals, it was explained that fewer school meals are being taken up in direct relation to the increase in prices, and also how much school subsidises these meals. Discussion followed around the cost of school meals and how this situation could be addressed and monitored going forward.</p> <p>Governors were invited to email any questions to the HT who would then forward these to the bursar.</p> <p><i>KT left the meeting at 17.30hrs.</i></p> <p>Further discussion followed around the budget and the different factors which influence this explained fully, including the direct impact nursery numbers have on the figures. Nursery and Reception funding was further explained and how children joining school after the census date aren't funded.</p>	
<p>5.</p>	<p>To approve and sign the minutes of the meeting 8th October 2024</p> <p>All governors agreed the minutes to be a true and accurate record of the meeting, held on the 8th October 2024 and were signed by the Chair to be returned to the Governor file in School.</p>	
<p>6.</p>	<p>To discuss matters arising and address any Governor actions.</p> <p>There were no matters arising and all actions had been addressed or were already included on the agenda for this meeting.</p>	
<p>7.</p>	<p>Monitoring the well-being and welfare of pupils, staff and stakeholders, including Safeguarding.</p> <p>The HT explained the current situation regarding staffing.</p> <p>On the whole, general staff wellbeing is much improved despite the busy time of year. SONAR continues to be rolled out, time is needed to embed this across school.</p>	
<p>9.</p>	<p>Headteacher's Interim Report</p> <p>This report had been shared with all Governors prior to the meeting.</p> <p>A question had been received prior to the meeting regarding incidences of Red Cards. The HT fully explained the situation sharing interventions</p>	

deployed, risk assessments for behaviour management, strategies used to support families (including support from Early Help) and how additional nurture support has been provided for the children concerned. School continues to follow all policies and procedures.

Further explanation followed around how these interventions have supported children with behaviour management and how fair access to support for all children with and without EHCPs is provided.

GC.- These incidences of Red Cards appear to be showing positive progress, is this due to specific interventions?

R.- Staff training days have focussed on targeted interventions with robust CPD. Barriers for children are being removed while in school and Red Cards decreased. Parental engagement is also key.

GC.- Has this also led to a reduction in Red Flag behaviours?

R.- Only to date, totals haven't been finalised yet due to the position in the term. Trends show more in the first term with a drop in Autumn 2. Transition can be a trigger.

GC.- Persistent absence looks high, is that just where we are at this time of year?

R.- Individual pupils have already been targeted for support with interventions already in place. Some of these absences can also be attributed to illness.

Performance Management for staff has been carried out with pay for some increased in line with policy. The HT went on to explain this situation fully to Governors. The Pay Policy needs to be amended and brought back to the next meeting **Action** – HT and the Clerk to add to the agenda for that meeting.

HT/
Clerk

Discussion followed around how offering opportunities for staff and reward helps to retain and encourage staff. The Chair explained UPS and how this is earned, evidenced and allocated currently.

The HT appraisal process was explained fully which involved a panel including the Chair, MK and was also supported by the LA. Governors were updated on the outcomes of the process with which all Governors agreed.

The historic staffing position was explained and the need to reconsider the SLT structure was identified. The options for this had been explored with the Bursar from a budget perspective.

The HT explained how delegated responsibility was necessary going forward with numbers growing and looking healthy. The HT is aspirational, looking at

12.	Policies As previously noted under agenda item 9, the Pay Policy needs to be reviewed and returned to the next meeting.	
13.	Any Other Business The HT explained the situation regarding the Governance SLA and explained the benefits and costs of being a part of this agreement. Governors agreed to take up the offer of a reduced rate of £525 for the remainder of the year as a trial and review in September. Action – The Clerk to notify Governor Support.	Clerk
14.	Key Dates for Governor attendance <ul style="list-style-type: none"> ➤ FGB 28th January 2025 ➤ FGB 18th March 2025 ➤ FGB 20th May 2025 ➤ FGB 24th June 2025 Business strategy meeting TBC	

Item no.	Action	By
9.	To amend the Pay Policy and add to the agenda for the next meeting.	HT/Clerk
9.	To send the two suggested models for SLT structure to Governors and for Governors to feedback to the Chair or HT.	HT/All Govs
9.	To prepare a summary when reporting data for individual children for the purpose of the minutes.	HT
13.	To inform Governor support of the Governors decision to join the Governance SLA.	Clerk

The meeting closed at 18.41 hours.

Signed: Dated: