

**Minutes of the Full Governing Board Meeting**

**Moorside Primary School and Nursery  
held on Tuesday 6<sup>th</sup> May 2025 at 5.00p.m in School.**

*Nurturing Children to Succeed and Achieve*

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

In attendance: Carol Harris (Clerk) (CH)  
Jo Pawley (JP) (School Business Manager)  
Anne Brining (AB) (LA Bursar) *On Zoom*

**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 Finance meeting held in School.  
  
Apologies and reasons for absence were received and accepted from Jen Pallister (JP)

**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 however, it was noted that all discussion around the budget would remain confidential to this meeting.

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

It was noted that there were updates regarding a consultation concerning Holy Trinity School and that the HT had received a request for flexible working, both of which would have an implication for the budget discussion.

**4. Finance**

The Chair introduced AB to all Governors who then led Governors through the budget reports which had been shared with all Governors prior to the meeting.

It was explained that;

- Funding was directly inline with pupil numbers however this may increase due to enquiries for places in school and in the Nursery.
- An in-year loss is predicted for this coming year, and it is recognized that this will need to be carefully managed as this could become an area for concern.
- Teaching and staff pay rises along with the ramp in National Insurance contributions have had a significant impact on the calculations with no additional funding allocated to offset these costs.
- Nursery numbers and funding should balance this in-year position.

The Chair explained to Governors that it was felt that the SLT were managing costs effectively and that the situation may ease should staffing change. Growth in numbers continues to be a focus.

Looking at last year's start budget, the cost lines in this year's budget show significant reductions due to the excellent management of this by the HT and JP. Where school can influence the costs, we can be confident that this is clearly being done.

The HT went on to explain the staffing and cost situation in further detail including the provision for an ECT employed at the school and the impact that this provision and support has had on staff costs. The flexible working request that has been received can be covered by increasing some teaching staff hours thus having no cost implications for the budget. The ECT contract is fixed term ending in August 2025.

Further redeployment and flexibility of staff, particularly in Nursery was fully explained to Governors alongside the situation with EHCPs and associated funding.

The Chair fully explained the position regarding the in-year deficit and recommended the draft start budget to the Governors for approval. AB further explained that there may be a need for a recovery plan for County as there is a deficit predicted for Year 2 however, this may even out should school increase pupil numbers.

**All governors approved the Draft Start budget.**

Governors thanked JP for all of her hard work regarding the budget.

<b>5.</b>	<p><b>Any Other Business</b></p> <p>The HT explained the current consultation regarding Holy Trinity School in Ripon. It was noted that Holy Trinity are looking to reduce the PAN from 60 to 30 for this September (2025) and the situation regarding the Academy was further explained.</p> <p>The HT went on to express concerns regarding the educational needs of the city as a whole going forward with the potential increase in numbers with recent housing developments as an example.</p> <p>Discussion followed around the tight timescales surrounding this and the already increased pressures from the SEND hub for Moorside to admit children with an SEND along with the implications for and impact on the existing demographics in school.</p> <p><b>Governors agreed</b> that it would be necessary to formulate a response to the consultation based on the needs of the Ripon community along with fact-based enquiries. It was noted that the extremely short timescale is also concern.</p> <p><b>Action</b> – MK to support the HT in preparing a response including questions asked regarding the fair distribution of need within Ripon Primary schools.</p> <p><b>Governors also agreed that</b> it would be beneficial to send a copy of this response to the DfE etc so that all are aware of school's position.</p>	
<b>6.</b>	<p><b>Key Dates for Governor attendance</b></p> <ul style="list-style-type: none"> <li>➤ FGB 20<sup>th</sup> May 2025</li> <li>➤ FGB 24<sup>th</sup> June 2025</li> </ul>	

Item no.	Action	By
5.	To prepare a response to the Holy Trinity consultation and copy this to the relevant authorities.	MK/HT

The meeting closed at 17.45 hours.

Signed: ..... Dated: .....