

Minutes of the Full Governing Board Meeting

Moorside Primary School and Nursery
held on Thursday 7th May 2026 at 4.30p.m in School.

Nurturing Children to Succeed and Achieve

Present: Chris Lea (**Chair**) (**CL**), Claire Rowett (**Head**) (**CR**), Matthew Kettlewell (**MK**), Grace Foster-Lilly (**GF-L**), Kimberley Mearns (**KM**)

Apologies received: Kathy Hammersley (**Vice Chair**) (**KH**), Rachel Allen (**RA**), Jennifer Pallister (**JP**), Helen Jemmett (Associate) (**HJ**)

In attendance: Jo Pawley (School Business Manager) (**JoP**), Anne Brining (Financial Management Services, NYC) (**AB**), Gillian Sulley (**GS**) (Clerk)

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 meeting commenced at 4:38 pm. The Chair welcomed all Governors to the meeting. Apologies and reasons for absence were received and accepted from Kathy Hammersley, Rachel Allen, Jennifer Pallister and Helen Jemmett. The meeting was quorate.	
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. Any item identified as confidential during the meeting would be noted. Declaration of any other urgent business. There was no other business deemed to be urgent.	

4.	Approval and signing of the minutes of the last meeting All Governors agreed the minutes to be a true and accurate record of the meeting held on 19th March, 2026. The minutes were signed by the Chair to be returned to the Governor file in School.	
5.	Matters arising and addressing of any Governor actions identified Matters arising and Governor actions had been addressed or were included elsewhere on the agenda.	
6.	Finance The following documents were circulated to all Governors prior to the meeting: 2026-27 Start Budget 2026-27 Start Budget Summary AB, from NYC Financial Management Services, and JoP, School Business Manager, were present at the meeting to discuss the documents. The Governors' attention was drawn to the following points: Outturn To the end of the financial year (end of March 2026), the balance was £4,066 more than expected. This was mainly due to an increase in numbers attending the Nursery, additional SEND/PP funding, a little less spent on lettings than predicted, and an additional £7,600 received for WrapAround care. Greater spending than predicted had occurred on staffing for WrapAround, and staff absence insurance, which will be downgraded next year as discussed in the last FGB meeting. Not all the money allocated to Learning Resources was spent, but more was spent on IT resources. Capital £25,000 was spent on ICT with £555 carried from last year. Start Budget This indicates a three-year forecast to NYC. The forecast is similar to the levels at which the school operated last year. GQ: Has the bursar provided any supporting commentary or recommendations, particularly as we are forecasting an in-year deficit? AB's notes are attached to the Start Budget.	

GQ: How does this budget compare to last year?

Overall, it is an improving picture.

GQ: Are there any major variations e.g. percentage increase in cost v. increase in revenue?

These are in **AB's** notes on the Start Budget.

GQ: How do pupil numbers compare?

We have added two extra children to those forecast last year. There are a few school tours booked, so hopefully this will improve.

GQ: How many pupils will be on roll in Autumn of 2026?

The forecast is 178, with 30 new pupils replacing the 30 outgoing Year 6s.

GQ: What actions have been, or are being, taken to manage any deficit?

We have only taken staff absence insurance for teaching staff, not support staff. There is a possible cancellation of Sporting Influence, an increase in lettings of the building, and we are continuing to market the school to increase pupil numbers.

Regarding Nursery funding, the numbers are currently buoyant, but there are conservative estimates for the next academic year. The information is not yet available and it can be variable. Numbers are based on a termly headcount, with funding appearing straight away.

Teaching staff and others will be receiving pay increases and premises costs will increase; however, Year 3 figures are invariably err on the side of caution.

The **Head** reported that there was cause for optimism re. pupil numbers. There are currently visitors with an interest in the Y2 vacancies. Staffing figures are based on the current staffing model. There are plenty of applicants for the staff vacancies, and it may be the case that not all appointments will be on the higher salary levels.

GQ: Are we seeing more SEN pupils but receiving less funding?

No, 'Band 10' pupils (without IEPs) only receive funding for one year at a time.

The **Head** confirmed that there is flexibility within contracts for members of staff to work reduced hours when the need was no longer there. Unless a child has an EHCP, there is no guarantee of a TA.

It can take a long time for pupils to receive funding, and it tends to be granted at the lowest possible band.

GQ: How many pupils are there in the Nursery?

Nineteen, although it is the total hours attended that are considered for funding rather than the numbers. Ideally, all the Nursery children would be on 30 hours, which they are not.

GC: The Nursery children are continuing into the main school, which was the original aim.

Yes, this is very positive.

	A Sensory & Music class will be starting on two afternoons per week, employing a very experienced provider, as an additional attraction for the Nursery. Regarding support staff, it is necessary to put them in place and pay them before any funding is received, but back payments do not cover what has already been spent. GC: This school has does everything asked of it by NYC while the financial forecasts continue to challenge us. We must remain focused on the quality of the pupils' education. JB reassured Governors that the Financial Review with NYC should be helpful in making more holistic recommendations. KM offered to send the Head a document listing available grants that might be of interest. The Governors AGREED to accept the Start Budget.	KM
7.	Headteacher's Interim Report The following documents were circulated prior to the meeting: Headteacher's Report Summer 1 (to 29/04/26), Maths Data 2025, Reading Data 2025, Writing Data Spring 2026, School Development Plan Progress April 2026, Summer SDP Monitoring 2025-26, OFSTED Grading Areas, Monitoring – School Development Plan Visit Report The Head confirmed that the report had been put together with assistance from HJ, who has taken over responsibility for attendance data. Governors' attention was drawn to the following points: Some pupils have dropped back into the 'persistent absence' category, often unavoidably due to medical needs etc. There have already been seven holiday requests this term. Overall attendance is at 97.1%, higher than in previous academic years. Letters re. absences are being sent to parents more frequently. The Head described recent changes to staffing arrangements and the various vacancies that were currently being advertised for September 2026, and confirmed that necessary changes had occurred smoothly. A member of the teaching staff had resigned since the last meeting. However, a third teacher will be appointed from the applicants for the two existing advertised vacancies, for which there have been many applications. Current staff have been reminded that any requests for flexible working in the next academic year need to be submitted as soon as possible. GQ: If our current student teacher were to be appointed, would this leave a gap in cover elsewhere? No, they currently work alongside another member of staff.	

	GC: It is important that the best candidates for the school and the role are selected, rather than those most convenient for the school. There were nine applicants for the Parent Support Advisor (PSA) role. A good appointment has been made, and the successful applicant will be running the Breakfast Club three days each week. A great deal of work is being done across all areas of Curriculum development, to ensure it is acceptable to OFSTED. The Head reminded Governors that curricula need to be personalised to the needs of each school. GQ: What does 'Good' look like under the new OFSTED framework? The school should be in line with National data. We could fall either side of the grading boundary depending on the cohort. For example, the current Y6 are making progress, but there are high numbers of SEN/PP children, so they may not compare favourably nationally. There are other year groups that are higher-achieving academically. There are no concerns regarding inclusion and experiences, but there are concerns re. achievement. We should score strongly on Leadership & Governance. GQ: Should the school's reporting style change, e.g. if data is being measured on a trend basis would it not be better for governors to be provided with data showing a trend analysis? We do receive this form of data in the Inspection Data Summary Report (ISDR) annually. GQ: Do we need to review the structure of the Headteacher's Report to reflect changes in the framework? The Head will be compiling a Self-Evaluation Form (SEF); however, the current Headteacher's Report does meet the necessary criteria. GQ: How will Governors know that progress is being made? Please note circulated documents. We have external reports that ratify our own judgement. GQ: What type of questions should the Governors be focusing on? We will consider one or two areas at each FGB meeting. OFSTED will select 5/6 children and observe the lived experience of children needing e.g. inclusion. So, Governors should ask, 'What does this look like for an SEN Pupil?', for example. Ensure that Pupil Premium children are considered when you are monitoring.	
8.	Pupil Premium There were no other matters to be reported/discussed under this agenda item.	
9.	SEND	

	There will be a further visit from SEA Hilary Cave regarding Inclusion on 7th July 2026. Further aspects of SEND were addressed under other agenda items.	
10.	Safeguarding The Head drew Governors' attention to the following points: • The stepping blocks (outdoor play equipment) are unsafe and will be removed during the May half-term break. • A child was bitten by a neighbouring dog after inserting his hand through a gap in the fence. The area has now been blocked off by bins. • Staff are keeping pupils away from an area of broken fencing. This needs entirely replacing, but it is a major task requiring attention during the summer holidays. • Sporting Influence have been reminded of their Safeguarding obligation, including carrying ID, signing themselves in, and not allowing strangers onto the site when running activities.	
11.	Health & Safety MK's Health and Safety Monitoring Visit report was circulated prior to the meeting. No major concerns were expressed. A Fire Risk Assessment had been completed with Stephen Madill, H&S Advisor, on 19th March. MK will meet with Stephen Madill again in July 2026 to carry out annual visual internal and external site inspection.	MK
12.	Governor Training The Governor Summer Term Update 2026 from NYC was circulated prior to the meeting. There was no other Governor training to report on this occasion.	
13.	Governor Monitoring & Link Reports Hilary Cave's visit was accompanied by the Head and HJ. MK's Health & Safety report was included in Agenda item 11.	
14.	Policies The Governor Allowance Policy 2026-27 was circulated prior to the meeting. It was noted that there were rarely any claims made by Governors. Governors AGREED to adopt this policy.	

15.	Any Other Business The Head reported that there can be a disparity in support for children's needs where parents may not have the capacity or prior knowledge enjoyed by other families to pursue their case. It is very disappointing that there is currently a pupil with an EHCP but not the specialist provision that they require, resulting in an attainment gap with peers of several years.	
	There being no further business, the meeting closed at 18.12 hours.	
	Key Dates for Governor attendance All meetings to be held in school on Thursdays at 4.30pm unless otherwise notified. Date of the next FGB meeting: 18th June 2026 Upcoming meetings: ▪ FGB 9th July 2026	

Item no.	Action	By
6	to email list of available grants	KM
11	to meet with Stephen Madill in July 2026 to carry out annual visual internal and external site inspection	MK

Signed: Dated: