

HOLY TRINITY CE PRIMARY SCHOOL SUNNINGDALE

Minutes for Governing Board Meeting

held on Tuesday 19 May 2026 at 6 pm **via TEAMS**

Present: Mr R Abbott, Mr B Aherne, Mrs C Barnes, Mr T Fettes, Mr D Gingell, Mrs J Griffith, Mr N Holt, Revd J Hutchinson, Mr J Sharland, Mrs J Steel (Chair), Ms L Walker.

Not Present: Mrs A Williamson

In Attendance: Mrs C Elsasser (Clerk), Mrs W Poulter (Bursar)

Key		
	Support	To support decisions and enquiries, staff welfare, sharing and clarification of key information, training
	Operational	Action towards improvement, impact and success, monitoring
	Strategic	Long and short term school development, staff welfare, improving pupil outcomes and welfare requirements,
	Challenge	To hold the Head to account for SDIP progress, financial decisions, learning and teaching, pupil outcomes

	1582/26 Welcome and Opening Prayer Mrs Steel invited Governors to the meeting and Revd Hutchinson opened the meeting with prayer.
	1583/26 Apologies for Absence Apologies had been received from Mrs Williamson, these were accepted.
	1584/26 Declaration of any business interests or conflicts of interest None were declared.
	1585/26 Code of Conduct and Confidentiality Mrs Steel reminded Governors of the code of conduct and that all matters discussed during the meeting were confidential.
	1586/26 Minutes of the last meeting held on 17 March. The minutes of the last meeting was agreed to be a true record of the meeting and would be signed.
	1587/26 Matters/Actions arising from the last meeting It was noted that no matters arising or actions had been flagged in the minutes of the last meeting.
	1588/26 Approval of Budget 2026/27 and 3 Year Budget Projection 4 papers had been distributed prior to the meeting: 2026-27 budget comparison and 2026-27 budget assumption, 2026-27 budget plan and 3 year deficit recovery plan 2026-2029.
	Mrs Steel outlined the issues with the presented figures noting that the deficit projected was higher than previously estimated. Main factors causing this were the higher teaching staff costs paired with a reduction in higher needs support income.
	Mrs Poulter noted that some savings had been shown in relation to replacement of the caretaker role with a contracted cleaning company. She noted that school had been advised to include a 3% pay increase for teaching staff. She confirmed that school had already tried to make savings wherever possible.

	Mrs Griffith noted that school knew that the new Reception class would be full at 30, however some of the children who would be moving on currently attracted funding and it was unknown what the new cohort might require. It was noted that no predictions could be included in the figures presented to the Borough.
	Mr Holt asked what would happen when school submitted a deficit budget. Mrs Poulter noted that the Borough would require school to apply for a deficit loan.
	Mrs Steel noted that a proposal had been presented to the F&R meeting on 7 May to restructure the leadership team which would include the resignation of the Headteacher. Both Mr Aherne and Mrs Steel were uncomfortable that this was the right way to go.
	It has been agreed that the school was excellent as a result of having an excellent leadership team. The F&RC felt that the Borough should be aware of the true costs associated with a good school, that the deficit budget should be submitted and await to see how the Borough reacts.
	It was believed that Holy Trinity was not the only school in the Borough or even locally that was in this situation.
	Revd Hutchinson noted that the situation had not arisen due to any financial foolishness and that no drastic measures should be undertaken but instead see what the Borough proposed.
	Other Governors were in agreement with this.
	Mr Gingell inquired what would happen if school could not meet its budget. Mrs Steel noted that there was no implication on its public rating and no label would be applied to the school.
	She noted that when the last deficit budget had been presented to the Borough that school had to work with an executive finance director from DfE however at that time school had already made support staff redundancies and it had been agreed that no further action was required.
	Mrs Steel reported that she and Mr Aherne had let school know that they were happy to be present for any discussions or meetings arising from submission of this budget and support Mrs Griffith and Mrs Poulter.
	Mrs Griffith asked Governors if the situation should be communicated to parents and noted that she continued to receive enquires about increasing classroom support. It was noted that the staff team should be communicated with before the parent body but it was noted that this might cause unnecessary concern as at this stage it was unknown what the Borough might wish the school to do.
	Mr Fettes noted that this was not a new situation, the school was remaining in deficit. Mr Gingell reminded that it was not just this school, many others were in the same situation.
	Mr Aherne noted that the core problem was that schools and education were underfunded.
	It was agreed that any communication with parents or staff should not take place until after feedback from the Borough had been received.
	Mrs Poulter reminded Governors that these documents did not include any potential rental income from the caretaker's house. Discussion took place and it was agreed that this should not be included yet as precise details were unknown and it could be used later as part of negotiations.
	Mrs Steel thanked the Governors for the useful discussion and all were in agreement with the figures as presented for the coming year and the 3 year deficit recovery plan and authorised Mrs Poulter to submit them to the Borough.
	Sincere thanks were expressed to Mrs Poulter.



	1589/26 Any Other Business No matters were raised.
	1590/26 Date of next meetings Next meeting to be held at 6 pm on Tuesday 7 July.
	6.40 pm Mrs Steel thanked everyone for their time and the meeting ended.