HOLY TRINITY CE PRIMARY SCHOOL SUNNINGDALE

Minutes for Governing Board Meeting

held on Tuesday 13 May 2025 at 6 pm via Teams

Present:	**Mr B Aherne, Mrs C Barnes, Mrs A Boaler, Mr T Fettes (Chair), Mr D Gingell, Mrs J Griffith, Mr N Holt, Revd J Hutchinson, Mr J Sharland, Mrs J Steel, Mrs A Williamson.**
Not Present:	**Mrs W Poulter (Bursar)**
In Attendance:	**Mrs C Elsasser (Clerk)**

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

	1483/25 Welcome and Opening Prayer Mr Fettes welcomed Governors to the meeting and invited Revd Hutchinson to open the meeting with a prayer.
	1484/25 Apologies for Absence Mrs Poulter was unable to join the meeting due to internet problems.
	1485/25 Declaration of any business interests or conflicts of interest None were declared.
(green)	**1486/25 Minutes of the last two meetings held on 18 March 2025** The minutes were agreed to be a true record of the meeting and would be signed.
(green)	**1487/25 Matters/Actions arising from the last meeting** Mr Fettes drew attention to the table attached to the agenda showing the status of all the matters arising and actions from the last meeting and noted that this would be carried forward for discussion at the July meeting. **Action: Clerk carry forward all matters arising to July meeting**
(green)	**1488/25 Approval of Budget 2025/26 and 3 year budget projection** Copies of the ***2025-26 budget plan, 2025-2026 assumptions document, the budget comparison and the 3 year deficit recovery plan 2025-2028*** had been distributed via email prior to the meeting.
(yellow)	Mr Fettes extended the Governors thanks to Mrs Poulter for the preparation of all the paperwork.
(red)	It was noted that it had originally been anticipated that the deficit for the year would be in mid £70k however this had been successfully reduced to £29k. The school continued to be cautious about any spending and that this had effectively reduced the predicted deficit and turned the situation around.
(green)	Mr Aherne noted that the high level of education for the children had been maintained and as Chair of the Finance and Resources Committee recommended the acceptance of these figures by the Board.
(green)	Mr Fettes noted that two independent reviews had confirmed that school had taken appropriate action to rectify the situation and the Board acknowledged the difficult process that the redundancies had presented.

	Mrs Griffith noted that the difficulties were still ongoing as staff were operating with a significantly reduced support staff team. She expressed her thanks to the whole staff team.
	Mr Fettes asked if there were any questions. Mrs Boaler noted that there appeared to be a discrepancy between the deficit figures on the 3 year budget plan and the 2025-26 budget paper. It was noted that this had been raised at F&R and that it was due to how the Borough drew in the figures into their 3 year budget plan paper.
	All were in agreement for the Budget to be approved.
	1489/54 Any Other Business **a) School Summer Fair – 28 June 11 am – 4 pm** Mr Fettes noted that Governors had been invited to run the bar with the staff and encouraged Governors to sign up to assist. Mrs Griffith would circulate a rota. **Action: JG circulate rota for staffing bar at Summer Fair**
	b) Mr Grover's leaving card Mrs Boaler noted that the card for Peter Grover was in the school office for Governors to sign. **Action: ALL sign Mr Grover leaving card**
	c) Admissions Committee Mrs Williamson noted that the Committee was continuing to meet in Mrs Lawson's absence and that Mrs Griffith had access to all emails that Mrs Lawson would normally deal with.
	1490/25 Date of Next Meeting 6 pm Tuesday 8 July in person
	6.20 pm Mr Fettes thanked everyone for their time and the meeting ended.