

HOLY TRINITY CE PRIMARY SCHOOL SUNNINGDALE

Minutes for Governing Board Meeting

held on Thursday 18 January at 9.30 am **via Teams**

Present: Mr B Aherne, Mrs C Barnes, Mrs A Boaler, Mr T Fettes (Chair),
Mrs J Griffith, Mr P Grover, Mr N Holt, Revd J Hutchinson,
Mr J Sharland, Mrs J Steel,

Not Present: Ms D Ogunbawo, 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

	1356/24 Welcome and Opening Prayer Mr Fettes welcomed Governors to the meeting, wished all a Happy New Year and invited Revd Hutchinson to open the meeting with prayer.
	Revd Hutchinson then prayed for the Board and the school.
	1357/24 Apologies for Absence Ms Ogunbawo and Mrs Williamson had sent their apologies, they were accepted.
	1358/24 Declaration of any business interests or conflicts of interest None were declared.
	1359/24 Minutes of the previous meeting held on 17 November 2023 It was noted that the minutes of the meeting held on 17 November would be carried forward and agreed at the 19 March meeting. Action: Carry forward 17 November minutes to 19 March FGB meeting
	1360/24 Matters/Actions arising from the last meeting It was noted that all matters and actions arising from 17 November meeting would be carried forward and reviewed at the 19 March meeting. Action: Carry forward all action points/matters arising from 17 November meeting to 19 March FGB meeting
	1361/24 Review and approval of SFVS Governors had been circulated a copy of the Schools Financial Value Standard (SFVS) checklist and the self assessment dashboard with the Agenda.
	Mrs Boaler had raised a number of questions via email in advance of the meeting. With regard to the SFVS she had enquired if staff were informed of budget allocations and if so how this was monitored. Mrs Griffith noted that EYFS, DT, Science and Art were allocated budgets but all were within a single heading. Other subject leaders/staff were able to put in requests for specific requirements based on SDP.

	Mrs Boaler had asked if there were any budget categories that appeared out of line. It was confirmed that there were none.
	She also asked why the school did not compare against DfE recommended frameworks. It was noted that this was only done if school had to make a large purchase.
	She enquired when the last audit had been conducted. It was reported that this had last been done in 2016 by the Local Authority. Mrs Poulter explained that the LA request when they wish to conduct an audit and it would usually be triggered by something being flagged in the SFVS.
	With regard to the circulated dashboard Mrs Boaler had enquired if the support costs were high due to the number of pupils requiring 1:1 support or for other reasons. It was noted that this was due to 1:1 support and also to the recent pay award. The school and governors had agreed that 1:1 support was fundamental to improving outcome for pupils.
	Mrs Boaler enquired why the premises costs were high in 2022/23. It was noted that this was due to the purchase of the outdoor play equipment.
	Mrs Boaler thanked Mrs Poulter and Mrs Griffith for answering all the questions she had raised.
	Mr Fettes enquired if there were any other questions. There were none. Governors voted agreement for submission of the SFVS as presented.
	1362/24 Any Other Business a) Safeguarding Policy Governors had been circulated an updated version of the Safeguarding Policy (via email on 15 January) which now referred to the latest edition of Working Together to Safeguard Children 2023. All were happy with this and the policy was ratified.
	1363/24 Date of Next Meeting 6 pm Tuesday 19 March 2024 in person.
	09.40 Mr Fettes thanked everyone for their time and the meeting concluded.