



**ARNSIDE NATIONAL
CHURCH OF ENGLAND SCHOOL
CHURCH HILL
ARNSIDE
CARNFORTH
LANCS
LA5 0DW**

ARNSIDE NATIONAL SCHOOL IS AN ACADEMY
Company number 07840925

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Minutes of Arnside National C of E School Governing Board Meeting (GBM)

held Thursday 14 May 2026 at 5.00pm

Key: highlighted areas in yellow = action point highlighted areas in blue = impact measure highlighted areas in green = question

Present:

Mr Adam Bramley, Mrs Catherine Firth, Mrs Carla Hartropp, Mrs Janice Lee, Mrs Jane Madeley, Revd Andrew Norman, Mr Ian Service, Mr Nick Sharp HT, Mrs Lynnae Taylor, Mrs Tracey Taylor Chair of Governors, Revd Hannah Wallace.

In attendance:

Mrs Sue Glendinning Governance Professional to the Governing Board

GBM 17/26 Welcome

Mrs Taylor welcomed governors to the meeting and invited Revd Wallace to open the meeting in prayer. Mr Bramley was welcomed to the meeting as the newly appointed LA governor and introductions were made.

GBM 18/26 To receive apologies for absence

Mrs Gillian Singleton – prior engagement
The meeting was declared quorate with 11 governors present.

GBM 19/26 Declaration of conflict of interest in agenda items

Mr Sharp, related to staff member.
Nil else declared

GBM 20/26 To receive the minutes of the previous meeting held 3 March 2026

The minutes were agreed to be an accurate and true record of the meeting held on 3 March 2026. Proposed by Mrs Firth seconded by Mrs Lee and duly signed by the chair.

GBM 21/26 Action points progress

GBM 06/26: Terms of Reference to be updated: action COMPLETED

GBM 06/26: LA vacancy follow up – no response from the LA. New governor to be invited to next meeting. Action COMPLETED

GBM 10/26: Outstanding governor pen portrait to be completed by GS. Action OUTSTANDING

GBM 22/26 Governance

a) To receive committee minutes and note contents

The standards, curriculum, pupil welfare committee minutes were received and circulated to all governors.

b) Governor vacancies

No response has been forthcoming from the LA in regard to signing off the LA governor vacancy by the local councillor. As such Mr Bramley will be invited to attend the next meeting, so that there is no further delay in him attending board and committee meetings. His nomination was received in April 2025.

Authorised by Chair: *G. Singleton*

Date: 7 July 2026

Mr Ian Service's term of office expires on 18 June, along with Revd Hannah Wallace, so foundation governor replacements will be required.

Governor responsibilities also need to be reviewed and reallocated as Mr Service is the Data Protection Officer (DPO) and has responsibility for maths monitoring.

Mrs Hartropp's term as staff governor expires on 5 July 2026, but she has indicated that she is willing to serve for a further 4 year term.

Action point:

The terms of reference to be reviewed at the next meeting.

c) To receive governor monitoring reports

Monitoring reports are circulated amongst governors on receipt.

d) Governor e-training

Governor training is ongoing.

Mr Bramley asked to complete the Safeguarding, Prevent and Cyber Security training.

Governors are asked to complete 2 modules per half term, if possible, as part of their continuous professional development.

GBM 23/26 Headteachers report

NOR 103 pupils

Attendance

Attendance is 96.2%, which is above the national 95% criteria.

1 application for holidays in term time has been received, and the parents will receive a fine as this takes the child's absence over the 10 day mark.

Unauthorised absences sit at 0.42%, which is below the national average.

SATs

Governors were informed that SATs week has gone well. The children managed the examination conditions well and conducted themselves in exemplary fashion.

The text in the reading paper was about Amelia Earhart and was enjoyed by the children.

Thanks were expressed to Karen Morris and Nick Sharp for preparing the children so well, and to all the staff for their work over the last 6 years.

2 year old provision

Governors were informed that consultation on running provision for 2 year olds is being carried out by Mrs Sharp and Mrs Lynnae Taylor Governor with responsibility for EYFS is assisting with the process.

School needs to be mindful about the implementation of 2 year old provision, as it comes under the criteria for Ofsted inspection. Specific requirements are needed for 2 year old provision and school may have to consider remodelling specific areas to accommodate the smaller children.

Revd A. Norman arrived at 5.30pm.

CIF bid

The CIF bid outcome will be known at the end of May. School has ringfenced CIF contributions to ensure projects could go ahead.

SEND

Two pupils in Y3 and Y6 remain on a part-time timetable and are due to be reviewed at the end of the half term. One pupil in Year Reception has a flexi-school contract in place for the summer term Monday to Thursday in school / Friday home-school. Regular TAF (Team Around the Family) meetings are in place for these two pupils. All IEPs and targets have been reviewed for Summer 2026. Pupils with SEND attended the South lakes Pentathlon event at Kendal Leisure Centre.

EHCP provision

2 pupils in Year Reception and Year 5 will transfer to alternative provision in Sept 2026 to Sandgate School. Parents of one child are in the process of an appeal for a place at Whinfell School instead of Sandgate.

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One pupil in Year 3 has been accepted for an EHCP – funding to be confirmed.
One pupil in Year 6 is in the process of assessment and looks likely to be accepted for an EHCP.
The Year 6 pupil will defer secondary transfer until Sept 2027. All EHCP reviews have been completed and 2 EHCPs are in the process of redrafting.

School Website

School has selected the new design, and Leanne Sharp is co-ordinating the refreshed site. Staff are currently collating new photographs and reviewing current content before the official switch.

Mr Sharp was thanked for his report.

GBM 24/26 Finance update

The bursar visited school on 14 May 2026.

The three year rolling budget shows:

2026 – 27 = a balanced budget

2027 – 28 = nearly balanced

2028 – 29 = deficit budget

There is a significant drop off in pupil numbers over the next three years. The year groups that were full will have left school and moved to secondary school, leaving smaller cohorts and reduced number on entry. School meals, IT, wrap around care and cleaning costs are all expected to rise.

IT provision

The relationship with Sensible covered all IT maintenance; however, they have sold out to Hudson Hill. School have reviewed the school contract and Hudson Hill no longer offer low tariffs for schools their tariffs are standardised. The effect of this is that the tariff has doubled.

School are seeking an alternative provider, as IT costs are the single most expensive item requiring review.

Catering

Orian charges require a review as it is three years since the contract was last reviewed.

Prices will need to be increased from September 2026 for school meals.

The number of pupils accessing school meals has dropped due to the price increase.

Governors need to consider moving school meal provision inhouse rather than outsourced with Orian.

This contract to be reviewed in November 2026, but it is known that to get out of the contract will be difficult, unless Orian deem it expedient to release school.

Mrs Hartropp left the meeting at 5.45pm. The meeting remained quorate.

Cleaning costs

4% increase in cleaning costs to date.

Wrap around care

This provision is being subsidised, as after school care has only attracted low numbers. Two staff are employed until 6pm, which is costing school money and is not covering the provision costs.

It was proposed to reduce the provision hours ending at 5.30pm, which would save £9,000 per annum. This reduction in hours would start from September 2026.

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Mr Sharp will add a question into the parental questionnaire about wrap around care and see what the potential uptake looks like. There is potential to start after school care on Friday evenings, which could be an after school club group.

School staffing structure 2026-27

The proposed structure for 2026-27 balances the financial budget with the current structure remaining in place: EYFS, Year 1 / 2, Mixed Year 3 / 4, Mixed Year 4 / 5 and Year 6 classes.

18 pupils leave in 2027 – 28, with only 10 pupils registered to start in Reception.

EHCP provision will support retaining a Teaching Assistant. We have two pupils with EHCP in Year 4, school will place one child in mixed Year 3 / 4 class and one in mixed Year 4 / 5 class, that way retaining a TA in each class. The two pupils with EHCP in Year 6 will have a TA allocated for their needs.

Q: Can we alter the class structure now to offset the increasing costs?

A: Amalgamation of classes still requires a full time teacher in post for morning provision.

In three years' time, there will be a £40,000 deficit.

Q: Will the new housing scheme in Milnthorpe bring additional pupils to the school?

A: No, there is no indication that this housing development will increase pupil numbers.

Pupil premium funding

Pupil premium eligibility is means tested under Universal Credit. This is under review, because if a parent qualifies for Universal Credit, they receive pupil premium funding.

School receives £3.500 for child in receipt of pupil premium funding.

Action point:

- An additional finance meeting will be held after half term to discuss wrap around care and 2 year old provision.
- Costings will be issued in September 2026.
- Governors to buddy with Mr Sharp to review the contracts for IT and catering.
- Date agreed was Tuesday 16 June 2026 at 5.30pm.

GBM 25/26 Safeguarding matters

- The new PCSO, Amy Lambert, visited school to introduce herself and explain her role as the new community officer.
- Safeguarding review completed March 2026 by Andrew Norman and Mr Sharp.
- The single central record is up to date. Monitoring completed by Andrew Norman and Mr Sharp.
- Attendance is monitored on a termly basis and parents / carers are informed if attendance drops below 90% at the end of a term.
- Safeguarding checklists have been completed by all staff.
- External review has highlighted the requirement for annual data protection training for all staff. This is planned for Summer 2026.
- BT Lancashire have informed school that Sophos anti-virus to be replaced by Microsoft Defender. Hudson Hill has expressed reservations and are seeking a separate Sophos contract.

GBM 26/26 Policy review

AI policy: Staff have shared which AI tools they currently use. SUNO and Canva have been added to the list.

- Chat GPT
- Teachmate AI
- Microsoft co-pilot
- Google Gemini
- Twinkle AI

FOANS use all the above including Canva.

The policy needs to know what AI tools the governors use.

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Mrs Lynnae Taylor's husband is a legal lawyer with Google, so his expert advice is to be sought regarding the policy content.

Action point:

The revised AI policy to be brought to the July meeting for review and ratification.

GBM 27/26 Chair's report

The chair again thanked Mr Sharp and the staff for their continued diligence and commitment to school, its pupils and the wider community.

FOANS are holding a BBQ on Friday 19 June 2026 from 3.30-5.30pm as a fundraiser. Everyone is invited to support the cause.

GBM 28/26 Items deemed confidential

No agenda items were deemed to be confidential at this meeting.

GBM 29/26 Date of next meeting Tuesday 7 July 2026 at 5.00pm

Governors were thanked for their attendance, involvement and continued support of the school and Revd Norman was invited to close the meeting in prayer at 6.15pm.

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