

THE GOVERNING BODY OF CHISENHALE PRIMARY SCHOOL

EXCL CONF

Chisenhale Road, London, E3 5QY

Minutes of a meeting of the governing body held at the school

15 November 2022

1	Head Ex officio	Gemma	Anidi	P	10	Co-opted 15/11/2025	Thomas	Georgiou	P
2	Staff 22/09/2026	Kim	Glynn	P	11	Co-opted 15/11/2025	Maddy	Maqsood	Abs
3	Parent 31/10/2026	Tamara	Barklem		12	Co-opted	Vacancy		
4	Parent 20/03/2026	Hemanth	Shanthigrama	P	13	Co-opted	Vacancy		
5	Parent ^{V/CHR} 31/10/2022	Sarah	Hannett	P	14	Co-opted	Vacancy		
6	Parent ^{CHAIR} 28/02/2023	Neil	Cunningham	P		Associate 16/11/2024	Giles	Ridley	A
7	LA 01/03/2024	Jennifer	Lowe	P					
8	Co-opted 16/11/2024	Paul	Kenning	P					
9	Co-opted 04/03/2023	Ben	Woolner	A			Present (P) Apologies (A)		

1. Welcome, apologies for absence and register of pecuniary interests

Neil Cunningham opened the meeting at 6.30pm welcoming all present, especially new governors Kim Glynn and Tamrara Barklem. This meeting followed a safeguarding training session for governors.

Giles Ridley and Ben Woolner had sent apologies for absence.

Maddy Maqsood was not present.

There were no declarations of interest in this agenda. A new register was being compiled for the new school year.

Action: Clerk

2. Governing body organisation

2.1. Membership

Membership details had been circulated and the following actions were agreed:

Agreed, on the Clerk's advice, that a candidate who had not responded to requests for a DBS clearance should not be considered for co-option.

Agreed that all governors consider possible candidates for co-option.

Action: All

Noted that the school could join the Roman Road Business Association for a small monthly fee.

2.2. Committee membership

Agreed as follows:

School Improvement Committee (SIC)	Finance & Resources Committee
Gemma Anidi	Gemma Anidi
Sarah Hannett (Committee Chair)	Ben Woolner (Committee Chair)
Neil Cunningham	Jenny Lowe
Giles Ridley	Neil Cunningham

Paul Kenning	Tamara Barklem
Tamara Barklem	Reserve: Paul Kenning
Kim Glynn	Adviser: Jo Bird
Performance Review: NC/ JL/ BW advised by MJ	
Appeals, panels, pupil discipline etc: to be drawn from available governors	

2.3. Committee Terms of Reference

Agreed as circulated.

2.4. Link governors

The following links were **agreed**. The Headteacher would circulate contact details and a suggested schedule, including focused 'governor days'. Reports could be made to either SIC or the GB.

**Action: Head/ Links
(Clerk for agenda)**

English	SH
Maths	HS
EYFS	TB
SEND	NC
Safeguarding & attendance	JL
SDP priority: Behaviour & Wellbeing	TG
SDP priority: Curriculum Development – including Anti-Racism	PK

2.5. Code of Conduct

Agreed to adopt the NGA Code of Conduct as circulated.

3. Headteacher's report

The Head referred to her written reports (circulated before the meeting) and highlighted:

3.1. Overview

- Good start to the school year
- School streets issue had been taking a tremendous amount of leadership time
- Enrichment/ after school activities including outside specialist providers/ 5 free places for PPG per club/ Action for Bow to subsidise

3.2. SDP

- Priorities had been previously **agreed**
- Writer in residence to work on newspaper
- Thanks to Weavers' company for funding

3.3. Safeguarding

- More meetings being convened by other agencies (incl police)

3.4. SEND

- High rates
- Consultant working with school on securing best levels of funding

3.5. Personnel

- Appraisals completed
- 'Improve not prove' – reducing paperwork
- Includes optional wellbeing target

- Recruiting playworkers for Night Owls after school provision because of increasing popularity including 27 EYFS
- No Christmas resignations
- Apprentice TA to be recruited

3.6. Health & Safety

- 2 children needed hospital treatment
 - fall from slide
 - banged face in PE lesson
- Staff have been reminded about risk assessments

3.7. Attendance

- 95% currently
- Some Covid but rates seem in decline

3.8. Finance

- Thanks to weavers for funding:
 - Additional £7k for residential
 - Counselling service to March 2023
- Thanks to Action for Bow £16k enrichment funding
- Possibility of lettings income from holiday club
- Conversations ongoing with borough about forecast deficit (approx £20k currently)

The Chair of Governors updated on expansion planning:

- Architect’s plans completed
- Borough has estimated cost of works for 60 (2 form entry -2FE) would be £3m
- Borough has paused all capital expenditure at the moment
- Chisenhale has asked for increase in PAN to, say, 50 - this would require much smaller capital spend

Agreed i. that the Head, Chair, Vice Chair and Chair of Resources Committee continue to work on this, and **Action: Head/ Chair/ SH/ BW**

ii. that the Chair speak again with borough staff about increasing the Planned Admission Number (PAN) >45 but <60 **Action: Chair**

The meeting discussed:

Governor Question	School Response
Are other year groups full?	Year 5 and 6 full. Small number of vacancies in other years. Nursery will be full in January and Reception likely to be oversubscribed for September 2023
Are there sufficient children in the area to justify expansion?	Believe so. Another local 2FE school is also oversubscribed
Energy costs	Fixed rate for now via borough scheme. Boilers not working at the moment – see written report

3.9. Roll

The Head noted that an admin error at the borough had led 3 extra children in reception. **Agreed** that the Head and Vice Chair pursue additional funding from the borough. **Action: Head/ SH**

3.10. School Streets

Minuted as confidential

3.11. Safeguarding

See separate item below.

4. Nursery and school roll

Covered above.

5. Safeguarding

- See written report
- Tower Hamlets share borough command with Hackney (where Child Q was searched)
- Adulteration had been included in the borough safeguarding policy
- This had been discussed at the Resources Committee meeting also
- Policy also updated in line with other changes to KCSIE

6. Governor items

Thanks to JL, Safeguarding Link, for visits and reports (as circulated).

7. Policies and key documents

7.1 Governors **agreed** the following documents as circulated:

- Educational visits
- Pay

7.2 They further **agreed** the following documents as recommended by the Resources Committee:

- Children unable to attend school due to health reasons
- Financial Code of Practice
- Staff discipline & grievance
- Early Careers Teachers
- Child Protection and Safeguarding – subject to any comments received by 22 November

8. Committee reports

The draft minutes of the SIC Committee (27 September) and the Resources Committee (6 October) had been circulated and were **received**.

9. Chair's items

None

10. Governor training, development and briefings

Safeguarding training had been held earlier that evening.

Training opportunities had been circulated by email and governors were encouraged to attend.

Governors were encouraged to report to the Clerk on training attended.

Action: All/ Clerk

11. Minutes

The minutes of the governing body meeting held on 19 July 2022 were **agreed** as an accurate record and signed by the Chair of Governors.

12. Matters arising (not covered elsewhere)

None

13. Any other business: Catering

Agreed to discuss catering at the next Resources Committee.

**Action: Head
(Clerk for agenda)**

14. Meeting dates

Noted

Confidential business was minuted separately. The Chair closed the meeting at 8.10pm, thanking everyone for their contributions.

Minutes prepared by Susan Moyse Smoyse65@gmail.com
--

Chair _____ Date _____