

Links to documents tabled



CEO

 **CEO LGC report January 2026 .pdf**

Head

 **Copy of All Saints Headteachers Report to Governors January 2026.docx**

Previous minutes

-  Copy of All Saints LGC Minutes Autumn 2025
-  CONFIDENTIAL LGC Minutes Template CofE schools

H&S (June)

<https://mail.google.com/mail/u/0/#inbox/FMfcgzQfBZhnmVrCsQtNDfKxPQGWSf?projector=1&messagePartId=0.1>

Management accounts (forwarded by Andy / H&S and Maths)

<https://mail.google.com/mail/u/0/#search/a.summers%40tssmat.staffs.sch.uk/FMfcgzQfBZhnmVrCsQtNDfKxPQGWSf?projector=1&messagePartId=0.1>

Maths (forwarded



Andy) <https://mail.google.com/mail/u/0/#search/a.summers%40tssmat.staffs.sch.uk/FMfcgzQfBZhnmVrCsQtNDfKxPQGWSf?projector=1&messagePartId=0.2>

A - admin

L / Q - information / questions

D - decision required

Agenda Items

1	Welcome and reflection start - 2 minutes (A)	<p>Chair welcomed all and challenged all to think of a fact / moment of reflection for today's meeting, and all invited to join in reflection, quietly on your intentions in this meeting and feedback thoughts.</p> <p>CEO / Head thanked</p>									
2	Apologies for Absence, Acceptance of Apologies and Quorum - 2 minutes (A)	<p>Attendance recorded - https://tssmat.staffs.sch.uk/governance/local-advisory-groups/lgc-attendance</p> <p>Apols VC accepted</p>									
3	-Membership (end of term dates) -Re appointment of chair and vice chair at the start of academic year -Roles & responsibilities (confirm or change) - 5 minutes (A)	<p>Welcome to new governors (if applicable)</p> <p> School Governor lists and hats May 2025 in progress Chair reminded all to review and remind that information can be shared and roles and responsibilities can support trust wide and schools wide.</p> <p><i>New governor potential links and follow up for chair. Any suggestions welcomed.</i></p>									
4	Confidentiality (reminder) - 2 minutes (A)	<p>All are reminded that discussions that take place during a board meeting remain confidential, in line with the code of conduct, to that meeting.</p> <p>The board is requested to identify any items on this agenda which it requires to be recorded in the minutes as confidential matters.</p>									
5	Minutes of the previous Meeting Matters arising from previous meeting 5 minutes (A / I/Q)	<p>LGC approved the previous minutes and CoG to sign at the end of the meeting / school to file as per usual process.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;">Item / Action to be taken</th> <th style="width: 25%;">Action by</th> <th style="width: 30%;">Action by when</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Marketing</td> <td style="text-align: center;">MS</td> <td> <p>Banner feedback given from planning department, license fee / monetary values / details and lengths of time. Ongoing action to promote school.</p> <p>Social media platforms discussed, action for Matt.</p> <p>Remove neighbours house from the video.</p> <p>Complete - Head did confirm number of applications over all. Positive.</p> </td> </tr> <tr> <td style="text-align: center;">Skills audit</td> <td style="text-align: center;">All</td> <td> <p>Summer 2026 (new survey sent out by) and Head to analyse by Autumn 2026. Completed by Head, link to report of strengths on Heads report, use for recruitment, finance and charring meetings / leading boards etc.</p> </td> </tr> </tbody> </table>	Item / Action to be taken	Action by	Action by when	Marketing	MS	<p>Banner feedback given from planning department, license fee / monetary values / details and lengths of time. Ongoing action to promote school.</p> <p>Social media platforms discussed, action for Matt.</p> <p>Remove neighbours house from the video.</p> <p>Complete - Head did confirm number of applications over all. Positive.</p>	Skills audit	All	<p>Summer 2026 (new survey sent out by) and Head to analyse by Autumn 2026. Completed by Head, link to report of strengths on Heads report, use for recruitment, finance and charring meetings / leading boards etc.</p>
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6	Declaration of Interest Business and Pecuniary including related Party Transactions - 5 minutes (A)	<p>Reminded for new governors to complete and ask if there are any changes of circumstances for existing governors</p> <p>https://docs.google.com/forms/d/e/1FAIpQLSfagKDknnkHL6rWKujPK47ZTw7QRnvTwRO9ImXaRUzNWEtmvw/viewform</p>									
7	Risk Register - 5 minutes	<p>Confirm if anything new is to be added to the document (school specific)</p> <p> Risk Register - AS.xlsx</p> <p>CEO probed anything to come off? Head gave detail and will take anything off as and when able.</p> <p>Head explained detail on one of the HR risk register points, staffing and interview details given.</p>									
8	Strong Governance review - 5 minutes (A)	<p><i>Please confirm deadline you want the skills audit sending out (normally June) length of time to complete / submit to Heads by, Heads to analyse and report back in Autumn LGC meeting.</i></p>									

		<p>ANY NEW JOIN LGC MEMBERS TO COMPLETE SKILLS AUDIT. Will support again for on going recruitment</p>
9	<p>Reports - 30 minutes</p> <p><i>Please note CEO will be present either in person or remotely for the CEO report section (A I Q)</i></p>	<p>a) CEO report Chair welcomed recruitment of catering as a point / detail LGC would want to know about. -DfE Director general meeting at Anson, meeting detail given. Realities of the meetings, challenges presented and feedback detailed, positives of the meeting, reference to secretary of state. Success of small schools, showcased the MAT. -Catering - no further questions, recruitment of cook detailed / further catering manager detail given. Mitigating factors / Heads detail given ,ordering... costs £ etc detail, absence and agency potentials, no menu changes currently. -Chair questioned MAT inspection / formal frame work to be written? CEO gave response and detail on this, frame work not written, training etc / notice. Detail of Ofsted given across schools within a MAT. Preparing / Directors, MAT assurance framework, analyse against, working with other MAT / develop evaluation tool, for Directors / not just auditing the same audit. Pre cursor to work towards. -Head gave detail of working with NJ / links to evidence robust, draft, fair reflection of where the school is, bolt and braces evidence, send to LGC members. Extra ordinary meetings, reports to evidence, LGC involvement, reviews / insights etc detailed.</p> <p>b) Chair's and Vice Chair's Actions and correspondence -Electricity for school incorrectly billed, Chair liaising with company to re bill correctly, Finance is aware, awaiting refund. Head thanked - persistence , many thanks.</p> <p>c) Nominated/Link Governors Reports Maths report - shared H&S report - shared Period 3 finances - shared - final position detail given and context. TA detail given in relation, contribute to balance. Chair thanked. Health & Safety - June / Nic - working together - bi monthly catch up on Parago / civia. Can remote catch up on adding documents to Parago / civica again, any check documents that come in NS will add on or if they go to the office for the office to add on. Schedule of checks MASTER Dates for main compliance checks per school</p> <p>d) Headteacher's report -Application numbers detail given and relation to marketing given (as above.) Positive. -SEND acceptance / funding detail given. Needs and priority details given in relation to funding / usage. -View of Ofsted period. -Staffing and interview detail given , previous experience given, all relating back to children at the centre of decisions. -LGC member gave information on specific training experiences recently, techniques to share to all. -SENCO training detail given / support and findings, learning path , staff have been fantastic. Therapy dog, support from CEO if needed, real life experiences given. -LGC offered supported SEN / staff, support or areas that can be detailed. Head would need to go away and think of this. -All echoed doing a fantastic job, recognised the difficulty. Good working relationships noted and how this supports conversations. Ensure all look after self, Head to ensure she does so too for her self.</p> <p>e) Additional Items (agreed by Chair and Head prior to agenda being sent) -Review day after half term, LGC support welcomed and to let Charlotte know asap and reminder to send out / taste of the school. CH also to be involved if possible. -LGC member commented / thanked staff for young voices participation and recognition. Wellbeing / involvement of staff and parents support, staff support acknowledged. Upcoming events detailed / listed. Staff collaboration.</p>
10	GDPR - 5 minutes (A)	Within the last term - N/A.
11	Policy review - 5 minutes (A)	<p>Policies to be circulated at point of ratification by board (for reference below policy in draft policies)</p> <p>Chair confirmed ops procedure for policy - policies go to internal lead then a board lead, then board ratification.</p> <p>N/A comments this meeting</p> <p> Copy of Data Protection v5 Jan 25-26 DRAFT Copy of Grievance Policy v8 Feb 26- Feb 27 Draft Admissions Policy All Saints 2027 - 28 </p>
12	<p>Reflection - What have we achieved in this meeting that will improve outcomes for the learners in this school? - 5 minutes (A)</p> <p>-Scurtinity of CEO report -Head report -Robust detail of wellbeing / pupils and staff -Link reports / detail -Finance</p>	
13	Information / Questions to Board of Directors - 5 minutes (A I Q)	<p>Information to be shared with Board of Directors Recommendations to present to the board of directors Questions to be posed to Board of Directors</p> <p>-CH to support / put forward support MAT level available SAS etc.</p>
14	Confidentiality (Part 2 of minutes) - 5 minutes (A)	Highlight any areas to be noted as confidential to the clerk (if not done so already)
15	Confirm date and time of future meetings including committee meetings if known - meeting close (A)	Weds 29th April

Chair - Please see link to full wording per agenda point if needed

[Google Copy of LGC Agenda SPRING TERM CofE schools](#)

Actions

-CH to send over support for staff numbers/ emails or points of reference.

Item / Action to be taken	Action by	Action by when
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