

ANSON CE PRIMARY SCHOOL

Minutes of the Local Governing Board Virtual Spring Term Meeting Wednesday 22nd January 2025 at 17:00

Clerk – Mrs Julie Fenton (JF)

1. Welcome and Introduction

The Chair (AF) welcomed those present to the meeting.

2. Prayer

The prayer was led by the AF

3. Attendance

Mrs C Gethin (CEO), Miss N Jarrett (NJ), Mrs A Freeman (AF), Mr A Broome (AB), Mrs E Faragher, (EF), Mr A Illsley (AI). Mrs A Burns (ABu), Ms E Taylor (ET). Mrs S Cole (Finance Officer) was also present.

4. Apologies

Apologies were received from Mr J Davies (JD)

The clerk confirmed the meeting was quorate.

5. Membership

The nomination of Chair and Vice Chair of the Local Governing Committee is deferred until the next meeting to further consider succession planning. Anna Freeman will continue as Chair of the LGC until the end of the academic year.

The appointment of Foundation Governor Mr Andrew Cooper was approved by the Lichfield Diocese Board of Education on 15.10.24. His Trust appointment as governor is in progress,

Action 1 - Formal election of Chair and Vice Chair to be deferred to the next meeting.

Action 2 - CEO to provide most recent role descriptors for Chair, Vice Chair and Link Governors to support succession planning.

6. Confidentiality

All were reminded that discussions that take place during this committee meeting remain confidential, in line with the code of conduct, to this meeting. Governors were reminded that confidential minutes are recorded on coloured paper to enable clear identification.

The board was requested to identify any items on this agenda which it requires to be recorded as confidential matters. No items were identified for this agenda.

7. Minutes of the Previous Meeting - Autumn Term 09.10.24

The committee confirmed that the minutes of the Autumn Term Meeting held on 09.10.24 were a true and accurate account.

8. Matters Arising from Previous Meeting.

There were no matters outstanding.

9. Declaration of Interest

Governors were reminded of the requirement for them to update the register / personal interests annually or if there are any changes in circumstances. - There were no declarations made at this meeting.

10. Declaration of Interest Business and Pecuniary including related Party Transactions.

None declared.

11 Code of Conduct

Governors are reminded to review and abide by the Code of Conduct.

12. Strong Governance

The CEO recommended the committee to review their action plan agreed in September. Further clarity of roles and responsibilities are detailed in the Scheme of Delegation. AF suggested a separate meeting be held to discuss this further.

13. Reports

a)CEO Report

AB challenged the impact on the future budget following a reduction in pupil numbers from 103 to 97. CG explained that whilst it was important to ensure that the school filled any empty places, the number on roll was 103 in the October Census which is used to allocate GAG (General Annual Grant).

MAT growth was discussed at length, CG explained the details of the Government White Paper and the Children's Schools Bill. Consideration for the pace of further growth would depend on further clarity of the government's agenda. Director Mark Davis has identified a number of potential schools compatible to join TSSMAT in the future.

AB asked for clarity as to how being a larger MAT benefitted individual schools. CG confirmed that this offered greater financial security and enabled schools to engage and collaborate with each other similarly to schools within a pyramid.

Governors thanked CG for her report and an interesting and informative insight into future growth.

NJ said it had been a privilege to step into new schools who had joined as it was clear that there was a commonality in culture which marries with our values.

The CEO left the meeting at 6.00 p.m. AI left the meeting at 6.05 pm.

b)Headteacher Report

Questions had been received from governors in regards to the Headteachers report. These had been answered and all governors had received responses prior to the meeting and were available to view in the Spring Term folder.

NJ shared that published data reported KS2 results were in the top 1% in the country, It is recognised that Phonics needs to improve inline with the National, greater scrutiny is within the data summaries.

Aspirational targets have been set for all children including children with SEND. AF asked if numbers of SEND pupils across the trust were similar. NJ confirmed that children identified with SEND was nationally high. Anson this year had a particularly high percentage of children needing additional support.

Admissions for September 2025 are reported by Staffordshire County Council to be 18 first choice applications to date. Consideration will be needed for exceeding PAN 15 in September 2025.

AB asked if there were any pupils on the waiting list that could be approached to fill vacancies in year groups. NJ confirmed there were not. Vacancies were advertised on our website and the Admissions Policy would be followed.

15. Safeguarding

AF challenged the number safeguarding concerns reported in the Headteachers Report and asked for clarity. NJ said that staff were extremely vigilant in spotting and reporting any concerns they had. The number of neglect concerns had risen in particular. AB asked if staff wellbeing was impacted. NJ confirmed that wellbeing was top of the agenda and there was counselling available should the need arise. Staff also supported each other extremely well.

16. Curriculum, Standards and Attendance

Recent Curriculum focus has been:

1. New Science scheme: This has been introduced in all year groups in the summer term as a trial 2023 and has now introduced its 2nd Cycle of learning. It provides a consistent approach with a metacognitive focus. There is an emphasis on metacognition and practical science - reviews show excellent coverage and challenge.
2. Phonics: Monster Phonics is consistently used and we have increased our texts to include non-fiction, which will ensure our children follow the scheme to its completion including as home readers. Assessment is regular and informs next steps.
3. RE - RE has been reviewed twice this year with excellent outcomes. Reviews included Pupil voice interviews by CEO, Directors and RE leads. Father Neale was also part of the review process as well as the Deputy Head Teacher.
4. Outdoor Learning: Each Class uses the Forest School area and extensive outdoor learning environment every week now. The feedback from the children is overwhelmingly positive. We have also introduced regular nurture/social and emotional support for target children which is having an impact for children with social and emotional needs.

Areas for Development in standards.

Spelling and handwriting continue to be targets to improve writing outcomes.

Fluency in maths is a focus.

Science curriculum continues to be embedded.

Aspiration for Phonics scores to be above national.

Headline data released for 2024 confirms -

School is in the top 1% of the country for attainment - 94% Reading, 100% Writing and 94% Maths with 94% RWM (1 out of 15 SEND)

School is in the top 1% for attainment of our children achieved the expected standard and % greater depth standard (GDS) 50% in reading, 50% writing and 43% maths an increase on last year - GDS combined 36% which is exceptional.

Attendance for the Autumn Term 96.7%

17. Admissions and Pupil Overview

Number on roll is 100 children in autumn 1 falling to 97 in autumn 2.

18. Finance

Finance Officer Shanie Cole (SC) was present for this meeting to offer comprehensive information in regards to the current financial position. Governors had received the P3 Management Accounts Report prior to the meeting. SC reported that at the end of P3 the school was £10k in surplus with a predicted £14k surplus at the end of P4. SC said that additional income had been received for SEND funding with other income from PTFA and Care Club. Additional income had also been received for a trip but this would be offset against the cost of the visit.

Variances in Staffing costs were due to pay awards, an increase in TA hours to support SEND pupils, Maternity Keeping in Touch Days.

SC explained how the CIF (Condition Improvement Fund) was implemented. The Trust had applied for funding for extensive roof work at Anson. External Consultants have estimated the work to cost c£450k. The Trust / school is obliged to pay 15% of that cost estimated to be c£65k. Should the bid be successful and there being no planning issues, the work could potentially begin in the summer. Extensive discussion and challenge took place and governors considered the balance of risk. The committee unanimously voted to approve temporary work be completed on the roof with immediate effect to protect the building.

The Catering Budget is in deficit, SC explained that income and expenditure does not always align, there is a minimal amount owed by parents. Christmas expenditure was more than usual. There will now be an ongoing charge for the Catering Manager who monitors and manages catering and kitchen staff. This is no longer inhouse.

Action 3 - School to place order for intermediate roof repairs with immediate effect.

Governors thanked SC for her attendance and clarity in regards to finance. SC left the meeting at 5.30 pm.

19. HR and Recruitment

Staffing remained stable, there has been a small increase in Teaching Assistant hours to support children with SEND. 1 member of staff on maternity leave.

20. Estates and Health and Safety

The school remains committed to the environment, decarbonisation and energy reduction. A CIF Bid has been submitted by the trust for the school roof. Minor repairs and maintenance has taken place to ensure Health and Safety standards are met.

21. Risk Register

CEO to check Anson roof and Boiler is detailed on Risk Register.

22. GDPR

GDPR is monitored by the Business Operations Manager for the trust. There were no incidents reportable this term.

23. Policy Review

CG reminded governors that there was no need to scrutinise every policy prior to ratification but concentrate on those that related to their particular role in the Local Governor Committee.

24. Governor Training Needs

Initial training for new governors has been completed (January and August 2024).

25. Christian Distinctiveness

AB asked if there had been a date received for the SIAMs inspection. NJ confirmed that there would be a full week's notice of a date, The focus is 'Spirituality and Courageous Advocacy'. Support had been received from Helen Robertson, an advisor from the Diocese. Helen had undertaken an extensive pupil voice review and had been extremely complementary to the school.

AF said how the commemoration of the Remembrance Garden had been powerful. The placing of painted stones made by the children in memory of those lost had been moving. NJ said that it particularly remembered 4 members of our Anson family who had been lost but was in essence a place children could go to and reflect for any reason if they chose to.

26. School Items

ET offered to approach a local business for funding. ABu offered insight into how her own business approached choosing charities and funding requests.

27. Reflection - What We Achieved.

- Clear understanding of CIF Bid process and impact on buildings and budget.
- Clear and concise reports and supporting documents received.
- Understanding of staff wellbeing, impact of Safeguarding reports and Pulse Survey Results.

28. Information / Questions for Board of Directors

- Ensure Anson Roof and Boiler are detailed on the Risk Register.

29. Confidentiality (Part 2 of Minutes)

There are no items to be detailed as Part 2 of minutes from this meeting.

30. Date and Time of Next Meeting

The Summer Term Meeting will be held on 30.04.25 at 5.00 p.m. in Anson School.

There being no further business, the meeting closed at 18.55

Signed 

Chair of Governors

Date 30-4-25