


**Links to documents tabled**

**CEO**

 **CEO LGC report Autumn 2025.pdf**

**Head**

 **TH Headteachers Report to Governors September 20255**

**Previous minutes**

 **Copy of The Howard LGC Minutes**

A - admin

L / Q - information / questions

D - decision required

**Agenda Items**

1	<b>Welcome and reflection - 6.00 PM start - 5 minutes</b>	We welcomed you and invited you to join in reflection.....																							
2	<b>Apologies for Absence, Acceptance of Apologies and Quorum - 2 minutes</b>	BB - apologies given to clerk and JW. DQ - apols. JB - apols / resigned summer 2025.  Please clearly say each attendees name as tabled on webpage.																							
3	<b>Membership - 5 minutes</b>	Welcome to the new parent governors  JT - resignation, 27th Aug 2025 (updated on TH LGC webpage) Chair thanks to dedicated hard work and appreciated fully - from all echoed - trust and the team also. Thanks and goodbye recommended / card from the children.  Discussed KB previous director - chaplin role ongoing and support.  Roles & responsibilities discussed and confirmed on email.																							
4	<b>Confidentiality - 5 minutes</b>	All are reminded that discussions that take place during a board meeting remain confidential, in line with the code of conduct, to that meeting. The board is requested to identify any items on this agenda which it requires to be recorded in the minutes as confidential matters																							
5	<b>Minutes of the Previous Meeting</b>  <b>Matters arising from previous meeting</b>  <b>5 minutes</b>	<div>Minute thanks to change agenda</div> <div>Approved signed minutes.</div> <table><thead><tr><th>Item</th><th>Action to be taken</th><th>Action by whom</th><th>Action by when</th></tr></thead><tbody><tr><td>Agendas</td><td>Amend agendas</td><td>NS</td><td>Autumn - <b>complete</b></td></tr><tr><td>Roles and responsibilities</td><td>Review roles and responsibilities</td><td>All</td><td>Autumn priority to clarify / Helen please re send email detail to NS - <b>complete</b></td></tr><tr><td>Strong governance review</td><td>Plan another separate meeting and send any feedback / plan to CEO</td><td>HR / JW</td><td>Action plan - reviewing going forward / Rag rate / reshare plan JW action - <b>ongoing date to be added in</b></td></tr><tr><td>Head teacher report</td><td>Aerial view of school and access routes to be communicated, action. Speak to MS as has done an aerial view. Preparation for September.</td><td>HR / JW</td><td>Ongoing / aerial map Director qstd GDPR - no issue to note. Parents / organisation of school routes .</td></tr></tbody></table> <div><b>HR to send new email address to NS - complete</b></div>				Item	Action to be taken	Action by whom	Action by when	Agendas	Amend agendas	NS	Autumn - <b>complete</b>	Roles and responsibilities	Review roles and responsibilities	All	Autumn priority to clarify / Helen please re send email detail to NS - <b>complete</b>	Strong governance review	Plan another separate meeting and send any feedback / plan to CEO	HR / JW	Action plan - reviewing going forward / Rag rate / reshare plan JW action - <b>ongoing date to be added in</b>	Head teacher report	Aerial view of school and access routes to be communicated, action. Speak to MS as has done an aerial view. Preparation for September.	HR / JW	Ongoing / aerial map Director qstd GDPR - no issue to note. Parents / organisation of school routes .
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6	<b>Declaration of Interest Business and Pecuniary including related Party Transactions - 5 minutes</b>	Reminder for new governors to complete and ask if there are any changes of circumstances for existing governors  <a href="https://docs.google.com/forms/d/e/1FAIpQLSfagKDknnkHL6rWKuJPK47ZTw7QRnvTwRQ9ImXaRUzNWETmvw/viewform">https://docs.google.com/forms/d/e/1FAIpQLSfagKDknnkHL6rWKuJPK47ZTw7QRnvTwRQ9ImXaRUzNWETmvw/viewform</a>																							
7	<b>Strong Governance review - 5 minutes</b>	<b>NEW JOIN LGC MEMBERS TO COMPLETE SKILLS AUDIT</b> <a href="https://docs.google.com/forms/d/1oVVtmMBquzh1pcmDckuY8QfiIVJgv0jdx4Ilj5NcV9I/edit?usp=drivesdk">https://docs.google.com/forms/d/1oVVtmMBquzh1pcmDckuY8QfiIVJgv0jdx4Ilj5NcV9I/edit?usp=drivesdk</a>																							

8	<b>Reports - 30 minutes</b>  <b>Please note CEO will be present either in person or remotely for the CEO report section</b>	<p><b>a) CEOs report</b></p> <p>CEO led with any questions?  <i>LGC member picked up on Ofsted, and action plans / how to address or any outstanding across other schools.</i>  CEO, detail given, SEN provision discussed, feedback and data gathered.  <i>Safeguarding also questioned / information given to secondary schools</i>, CEO detail and dates given and retention dates / also schedule checked. Signatures/ checks and electronic detail given.  <i>Home schooling questioned</i>, CEO will need to gain further information and feedback.  - Grants discussion / information to be shared from the church or any other relevant sources.  - Team around the schools information given / data and detail given.  Overview of C&amp;S and FAR meetings given at board level.  LGC standards exploration in team around schools (c&amp;s and business), to feed into the LGC / detail already covered.  LB LGC member questioned the team around schools meetings, CEO confirmed not a 2 tier LGC, further explanations given as to previous ways and how this worked vs new formats.  Lengthy conversations and discussion took place.  <i>-KPI - estates questioned by LGC member, compliant remarks</i>, CEO confirmed report to board has more detail, compliance levels - small amount of detail can be added in if needed.</p> <p><b>b) Chair's and Vice Chair's Actions and correspondence</b>  -Discussed access routes and detail lengthy conversion / also touched on parish council.</p> <p><b>c) Nominated/Link Governors Reports</b>  -Discussed access routes and detail lengthy conversion / also touched on parish council.</p> <p>-Reviews discussed dates given.</p> <p>-H&amp;S discussed perimeter, fence and right of way detail given. Action fence panel JW, quotes discussed.</p> <p><i>-H&amp;S lead at trust level questioned ....</i> Finance / NS, Director contact to be shared / Angela Burns. Action.</p> <p><b>d) Headteacher's report</b>  -Led with highlights of report.  <i>-Chair questioned the website</i>, JW confirmed every one is on the webpage.  <i>-Gov questioned, cohort specific wording from the report</i>, JW gave specific examples of self belief and how this grew and the leavers in 2025.  <i>-Macaton questioned</i>, JW gave further detail, and positives of this. Pupil voice echoed this. New joins detail given, inclusivity. Training discussed.  -End of year show discussed by all, minute.  -School development plan, independence, strategies discussed / detail given, LGC will see when in school review the following day, 3 before me detail given. Resilience discussed. Peer working detail discussed.  -LGC member questioned H&amp;S, findings of H&amp;S audit include H&amp;S link, action JW.  -Risk register discussed.  <i>-Induction training, safety threats discussed, school lock down policy questioned by LGC member</i>, JW gave response, move lock down policy and procedure to new join induction training, action JW asap. Detail of induction discussed / procedure. Whistle vs button / silent alarm / light costs as a potential work around. LA / Education authority, lay out / footprint and guidance? JW gave detail on guidance, tailor to particular school. Idea of something coming up on the screen / register or a safe word, harbour potential. Action look into JW / LGC.  -LGC finance report DQ / JB report to be updated. Action to be in touch with JW.  <i>-Concern for potential bullying questioned from data report</i>. JW gave detail around this, LGC satisfied with response.  -Safeguarding discussed.  -Attendance discussed. National / local.  -Lateness discussed. National / local.  -Curriculum discussed.  -Admissions discussions.  -SEN discussed. Support discussed.  -School dinners discussed.  -Marketing dates / details discussed.</p> <p><b>e) Additional Items</b> (agreed by Chair and Head prior to agenda being sent)</p> <p>LB added point to be raised.....  Is the provision of school food included in the remit of one of the governing body's committees as part of the school's wider health and wellbeing strategy?</p> <p>Response. Not a policy / guidance. JW to share / communications going forward.</p>
9	<b>Risk Register - 5 minutes</b>	Trust level discussed / school level discussed. Detail given. To be circulated to LGC / action. Further to be added if needed, prioritise as needed. Review dates / updates given.
10	<b>GDPR - 5 minutes</b>	N/A
11	<b>Policy review - 5 minutes</b>	<p>Policies to be circulated at point of ratification by board.</p> <p><u>H&amp;S</u>  <u>SEN</u>  <u>Sex &amp; Relationship Education Policy</u>  <u>Safeguarding &amp; Child Protection</u>  <u>School relationship behaviour (to resend following further amends across all schools)</u></p>
12	<b>Reflection - What have we achieved in this meeting that will improve outcomes for the learners in this school? - 5 minutes</b>  Team around schools - curriculum standards and business Marketing SEN Menu Roles and responsibilities Membership Scrutiny of head report Attendance Risk register Safeguarding School development plan H&S	
13	<b>Information / Questions to Board of Directors - 5 minutes</b>	N/A
14	<b>Confidentiality (Part 2 of minutes) - 2 minutes</b>	Areas to be noted as confidential to the clerk

15	Confirm date and time of future meetings including committee meetings if known - 2 minutes - meeting close.	

Chair - link to full autumn wording agenda if needed

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

Actions arising

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Head teacher report	-H&S discussed perimeter, fence and right of way detail given. Action fence panel JW, quotes discussed.	JW	ASAP
Head teacher report	<i>-H&amp;S lead at trust level questioned ....</i> Finance / NS, Director contact to be shared / Angela Burns. Action.	NS	Complete
Head teacher report	-LGC member questioned H&S, findings of H&S audit include H&S link in report, action JW.	JW	Next report
Head teacher report	-Move lock down policy and procedure to new join induction training, action JW asap.	JW	ASAP
Head teacher report	-Risk register of school link attached to each agenda	NS	Complete

Signed .....Date.....