

**Links to documents tabled**

**CEO**

[CEO LGC report Autumn 2025.pdf](#)

**Head**

[RC Headteachers Report to Governors Autumn 2025 on Summer 2025.docx.pdf](#)

**Previous minutes**

[Google Copy of LGC Minutes template SUMMER TERM CofE schools](#)

[CONFIDENTIAL Google Copy of LGC Minutes template SUMMER TERM CofE schools](#)

A - admin

L / Q - information / questions

D - decision required

**Agenda Items**

1	<b>Welcome and reflection - Start of meeting 8.30am 2 minutes</b>	Chair welcomed all and invited to join in reflection, quietly on your intentions in this meeting, your own thoughts and reflections also...			
2	<b>Apologies for Absence, Acceptance of Apologies and Quorum - 2 minutes</b>	LM apologies accepted Attendees (tabled on webpage attendance) DW (chair), LM , AS, EB, LD, JJ, PH (Director) remote, CG (CEO) NS (clerk)			
3	<b>-Membership</b>  <b>-Re appointment of chair and vice chair at the start of academic year</b>  <b>-Roles &amp; responsibilities 5 minutes</b>	Please can roles and responsibilities be confirmed  Reappointment of chair and appointment of Loraine - vice chair nominated / accepted, DW expresses thanks.			
4	<b>Confidentiality - 2 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 5 minutes</b>	LGC asked to approve the previous minutes and CoG to sign at the end of the meeting. Approved.			
		<b>Item</b>	<b>Action to be taken</b>	<b>Action by whom</b>	<b>Action by when</b>
		<b>11. Reports</b>	DW action work with EB and local MP for support, windows.	DW / EB	Announcements scheduled / DFE / Local MP conversations. Ongoing if no further announcements.  PAN discussions - ongoing PH discussions with local MP on funding / LA and DfE
		<b>11. Reports</b>	Chair to action CEO meeting regarding training cycle, time and planning. Staff meetings, time and impact needs addressing.	DW / CEO	Complete
		<b>11. Reports</b>	Wi fi - switch not done correctly to cover whole school coverage, as per up to date schools floor plans / or incorrect floor plans were given. Action to go to the board of Directors / CEO. Action to update LGC on costs / not RC.	DW / EB / CEO / PH / NS	Staffs tech - further comment / action needed ....bandwidths error message detailed impacts given by EB. Action. PH / NS. Day to day issues, functionality, terms of conditions and service being met?
		<b>11. Reports</b>	Boiler - LGC to chase the company in question / drive forward	LGC	Escalation discussed. Ongoing. Take off agenda however can update as and when, manufacturers possible avenues. EB thanks given, echoed.
		<b>11. Reports</b>	Pulse survey. CG confirmed SLT agenda action point, JB can send the link to the Heads and then the Heads can send the link and a window / time frame decision sits with the Heads. Action.	CEO / JB / Heads	Complete.
		<b>Confidential minutes</b>	Confidential action	Action for DW	ASAP Complete.
		6	<b>Declaration of Interest Business and Pecuniary</b>	Reminder for new governors to complete and ask if there are any changes of circumstances for existing governors	

	including related Party Transactions - 5 minutes	<a href="https://docs.google.com/forms/d/e/1FAIpQLSfagKDknnkHL6rWKujPK47ZTw7QRnvTwRQ9ImXaRUzNWEtmvw/viewform">https://docs.google.com/forms/d/e/1FAIpQLSfagKDknnkHL6rWKujPK47ZTw7QRnvTwRQ9ImXaRUzNWEtmvw/viewform</a>
7	Strong Governance review / skills audit - 5 minutes	<p>NEW JOIN LGC MEMBERS TO COMPLETE SKILLS AUDIT</p> <p>All completed - detail in CEO report.</p> <p><a href="https://docs.google.com/forms/d/1-sM0RuMpSsflLUDHEwhQH0tOsfdavNkfbL0aZpLKT58/edit?usp=drivesdk">https://docs.google.com/forms/d/1-sM0RuMpSsflLUDHEwhQH0tOsfdavNkfbL0aZpLKT58/edit?usp=drivesdk</a></p>
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) CEO report</b>  DW led with continued ambitions of the financial sustainability, margins, comparison, CEO agreed important to minute the journey financially on.  Board meeting 3rd October, key questions and driving thoughts on growth strategy, current landscape, funding taken away by government, finances / weighing up and vision and values.</p> <p>DFE classified, medium trust due to number of schools not pupils, detail given, successful financially, DFE meeting in summer discussed, improvement arm trusts for new team / funding discussed, only small schools / expertise.  Strong trust, academically successful, feedback from DFE.</p> <p>DW gave political landscape detail. Working collaboratively regardless of political view.</p> <p>Ofsted and inclusion discussed / detail given.</p> <p>CEO left meeting 8.55am.</p> <p><b>b) Chair's and Vice Chair's Actions and correspondence</b>  Discussed the meetings with local MP etc and headlines / Director (PH) chasing.</p> <p><b>c) Nominated/Link Governors Reports</b></p> <p>DW spoken about review and progress / attainment - potential discussed, cohort specifics given, specific work / detail given, no areas of concern and reassured, curriculum delivery and understanding / reassures LGC and parents.  EB confirmed individual needs level / detail, DFE visit scrutinised, meeting detail given and audit detail given.  LGC staff member echoed with further examples and details of progress.  Communication to parents LGC member raised? EB / DW confirmed reason for that parental question, can reassure individually, hard data given.</p> <p><b>d) Headteacher's report</b></p> <p>DW highlighted data for persistent absence and detail behind it. Sets the tone, and all agreed. EB meetings in relation discussed. Direct correlation with results, high quality teaching from the staff, day in day out.  EB gave detail on enhanced transition programme. Interventions detail / early interventions and comparisons from previous years discussed. EB thanked for on going help / support.</p> <p>-New relational behaviour policy discussed and detail given.</p> <p>-Kitchen positives, investment / fresh produce and joy for the children.</p> <p>-Transition feedback for leavers, EB discussed / voice strong and feedback / evidence. Settling in survey and transition survey.</p> <p>-Staffing levels discussed / pupil needs discussed, financials and reasons behind this given.</p> <p>-Mentoring and volunteer discussed / time and detail across staff. Action link - possible intern links.</p> <p>-Parent voice discussed, feedback given. EB / all aware of any feedback. Communication channels discussed.</p> <p>-H&amp;S / estates - H&amp;S leak in cellar on water pump. Financial situation discussed. Action - newsletter and parish council / trade skills, any support to be offered. EB.</p> <p>-H&amp;S - Parking discussed. Action - add to newsletter / parking specific message to be sent. Early years pick up discussed. Action - EB send communication / waiting points.</p> <p><b>e) Additional Items</b> (agreed by Chair and Head prior to agenda being sent)</p> <p>N/A</p>
9	Risk Register - 5 minutes	EB gave detail of Trust overview, school specifics level / detail given of specific titles / reasons and financials given behind this also.
10	GDPR - 5 minutes	N/A for this meeting.
11	Policy review - 5 minutes	<p>Policies to be circulated at point of ratification by board</p> <p><b><u>H&amp;S</u></b>  <b><u>SEN</u></b>  <b><u>Sex &amp; Relationship Education Policy</u></b>  <b><u>Safeguarding &amp; Child Protection</u></b>  <b><u>School relationship behaviour (to resend following further amends across all schools)</u></b></p>
12	<b>Reflection - What have we achieved in this meeting that will improve outcomes for the learners in this school? - 5 minutes</b>  Scrutinity IT Behaviour policy CEO report detail trust and national picture Policies Communication Curriculum data Feedback on transitions into school / leaving - ongoing. Estates / boiler / windows details	
13	Information / Questions to Board of Directors - 5 minutes	N/A

14	Confidentiality (Part 2 of minutes) - 5 minutes	Areas to be noted as confidential to the clerk / separate minutes produced.
15	Confirm date and time of future meetings including committee meetings if known - meeting closed.	

**Actions arising**

Item	Action to be taken	Action by whom	Action by when
11. Reports	Funding DfE / LA	PH	PAN discussions - ongoing PH discussions with local MP on funding / LA and DfE
11. Reports	Wi fi - switch not done correctly to cover whole school coverage, as per up to date schools floor plans / or incorrect floor plans were given. Action to go to the board of Directors / CEO. Action to update LGC on costs / not RC.	DW / EB / CEO / PH / NS	Staffs tech - further comment / action needed ....bandwidths error message detailed impacts given by EB. Action. PH / NS. Day to day issues, functionality, terms of conditions and service being met?
11. Reports	Mentoring and volunteer discussed / time and detail across staff. Action link in with possible intern links.	EB	As soon as possible
11. Reports	H&S / estates - H&S leak in cellar on water pump. Financial situation discussed. Action - newsletter and parish council / trade skills, any support to be offered. EB.	EB	As soon as possible
11. Reports	Safety / schools grounds  Parking discussed. Action - add to newsletter / parking specific message to be sent.  Early years pick up discussed. Action - EB send communication / waiting points.	EB	As soon as possible

**Signed .....**
**Date.....**