

LGC Meeting Minutes SPRING Term



Governor	Type	Responsibility	Term of Office End Date
Charlotte Ashton	Headteacher		N/A
Andy Summers	Foundation (& Parent) (Chair)	Headteacher appraisal and wellbeing Christian Distinctiveness, Worship, RE and SMSC (Spiritual, moral, social and cultural.), Wellbeing	31/08/2026
Victoria Chinchin / Greaves	Was L.A. now Parent (Vice Chair)	Safeguarding, Prevent, E-Safety, Attendance Headteacher appraisal and wellbeing	15/04/2026
Ruth Lawton	Co-opted/Community	SEND, Vulnerable Groups, Pupil Premium	16/05/2027
Margaret Simanwe	Parent	EYFS Curriculum	01/10/2027
Matthew Sutton	Co-opted/Community	Finance, Sports Premium	16/05/2027
June Smith	Staff	Maths Premises, Health and Safety	20/01/2026
Vacancy	Foundation		
Vacancy Rev'd XXX	Foundation (Diocese appointed)	Christian Distinctiveness, Worship, RE and SMSC (Spiritual, moral, social and cultural.), Wellbeing	N/A
Sarah Shaw	(Staff) Associate (non-Governor)	English	09/10/2028

Links to documents tabled:

Previous minutes

MINUTES Copy of ALL SAINTS LGC AUTUMN TERM CofE schools

Head Teachers report

Copy of All Saints Headteacher's Report to Governors - Spring 2024

CEO report

CEO report to LGC January_February 2025.docx.pdf

Standing items for all meeting – see below for key items for each term

1	Welcome	CA and chair welcomed to all, and introductions.
2	Prayer	CG led with a prayer.
3	Attendance	CA, CG, AS, JS, SS, MS, Matt S, RL and NS (also in attendance virtually.)
4	Apologies for Absence,	CH Director apologies accepted.

	Acceptance of Apologies and Quorum																													
5	Membership	Confirm link governors / roles responsibilities / any changes made also. Membership vacancy.																												
6	Confidentiality	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																												
7	Minutes of the Previous Meeting	Signed and to be stored at the school.																												
8	Matters arising From Previous meeting	<p>Matters arising from the minutes which are not covered elsewhere on the agenda or included in committee, Headteacher or nominated governor reports. <i>Please refer to any follow up actions recorded in previous minutes.</i></p> <table border="1"> <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>6d</td> <td>Follow up support that links social media / advertising at reasonable cost.</td> <td>Chair/HT</td> <td>Carry forward.</td> </tr> <tr> <td>11. Pecuniary interest</td> <td>NS re send link</td> <td>NS</td> <td>ASAP complete sent to Julie / Victoria</td> </tr> <tr> <td>12. Strong governance review</td> <td>A Summers to support and organise alongside Head with central trust</td> <td>AS / Head Teacher</td> <td>Discussed</td> </tr> <tr> <td>13. Reports</td> <td>Potential visit to other schools / LGC link in meet other LGC across MAT</td> <td>AS / Head Teacher</td> <td>When able / carry forward</td> </tr> <tr> <td>13. Reports</td> <td>Social media, links / IT</td> <td>Matt to action</td> <td>When able / carry forward</td> </tr> <tr> <td>13. Reports</td> <td>Fill in school inset day/ term dates consultation form</td> <td>All</td> <td>ASAP</td> </tr> </tbody> </table>	Item	Action to be taken	Action by whom	Action by when	6d	Follow up support that links social media / advertising at reasonable cost.	Chair/HT	Carry forward.	11. Pecuniary interest	NS re send link	NS	ASAP complete sent to Julie / Victoria	12. Strong governance review	A Summers to support and organise alongside Head with central trust	AS / Head Teacher	Discussed	13. Reports	Potential visit to other schools / LGC link in meet other LGC across MAT	AS / Head Teacher	When able / carry forward	13. Reports	Social media, links / IT	Matt to action	When able / carry forward	13. Reports	Fill in school inset day/ term dates consultation form	All	ASAP
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9	Declaration of Interest Business and Pecuniary including related Party Transactions	Confirmed those who need to complete will do so.																												
10	Strong Governance review	<i>N/A for this meeting.</i>																												
11	Reports <i>Please note CEO will be present either in person or remotely for the CEO report section</i>	<p>CEOs report</p> <p>Chair led with a question on absence, CEO confirmed detail on extended SEND co role, achievement and attendance also part of the job role now, to support the school further from a Trust level. Supportive approach, barriers and what support can be offered. CA discussed meeting that took place regarding the SEN children, makes the support greater at school level, referrals discussed also. Positive impact of Trust relationships.</p>																												

Phonics data discussed and in more depth, small numbers and progress can be shown at a greater depth level, impact of monster phonics discussed and impact for this year. CA gave detail on cohort and support needed and how impacts time.

Training of returning teachers to set up correctly discussed.

Vacancies across the trust discussed. Financial links discussed.

Christine distinctiveness discussed, school and trust wise.

Internal audits discussed, actions and recommendations RAG rating details discussed.

Financial impacts discussed of vacancies, strategic and staffing potential structures discussed.

Governor questioned finances, deputy model / exec models, action what is viable and timelines. CG/CA.

Estates and CIF bids detail given. Catering supervisor, kitchen successful / positive wins.

Current national agenda under new government discussed. Capacity and growth discussed. Processes discussed in growth. Director of DIOCESE meeting discussed.

AS questioned around attendance, breakfast club could this support attendance further? CA gave further details on the attendance numbers, support given and provisions in place. Location and offering discussed and impacts positively on families.

CG confirmed the holidays taken and the impact it has and the time needed for figures to re adjust.

Pastoral role discussed and decisions taken, making a difference and the important highlighted, support of families and ongoing support offered.

Discussion of exec model and how that could support going forward.

Punctuality also discussed, impacts discussed on pupils and teachers.

Rewards also discussed.

Policy discussed and use of this. Governor questioned the outcomes and feedback, teacher confirmed details. CA school is relentless in offer of support and consistency of message to families, always. Nurture approach is a proven support and is effective.

CG gave the national picture and government on punctuality and adding into attendance.

Headteacher's report

First term with TSSMAT, monster phonics discussed and positives on learning. Activities over xmas given and the nurture / positive side.

Time and the time progress made already.

SYstems and processes confirmed working well and pilot for other schools in the MAT. Arbour and behaviour discussed and positives and impacts.

Headline scores, key stages and cohort discussed.

Exceptionally well, individual praise given.

Concerns discussed as appropriate, basic skills re embedding.

CG questioned around detail behind this, CA gave further detail, driving the confidence to act and take on tasks. Independence discussed and nurturing this.

Specific cases given.

Undiagnosed needs discussed.

Abilities across year groups discussed in relation to needs and attendance also.

CG questioned predicted data for up coming next year, CA gave detail and specific cases.

Greater depth in writing discussed, moderation activities in the MAT and other schools, progress discussed.

PE scheme, consistency and full PE curriculum discussed. Positive feedback given. detail given.

Staff training discussed.

Behaviour discussed and tracking discussed.

		<p>Spirituality day 31/1, SIAMS discussed, mixed ages activity planned per group. Positive links to christianity.</p> <p>Monitoring evaluations that had taken place minute thanks to those who attended review day. Pupil voice on safeguarding taken place also positive.</p> <p>Review for the spring to take place, building capacity and across the MAT.</p> <p>Pulse survey staff load and wellbeing, responses discussed. CG discussed building in time to take the time to complete the survey. Action time table in pulse survey CA to do this. CG gave detail of potential other wellbeing session and work load etc to discuss, data is powerful and over the years pattern is issues reduce.</p> <p>Safeguarding Discussed.</p> <p>Curriculum and standards, attendance etc. Admissions and pupil overview Pupil numbers discussed, 1,2 and 3 places discussed. Nursery advertisement discussed action to do CA. Governor suggested the reasoning behind the choice criteria. Planning permission sign - behind the scenes work Matt S to update as and when or next LGC. Action. Open days discussed, fun day discussed potentially, all community potentially could be reached. Further suggestions given to advertise, CA gave information on what has taken place. All events are advertised, Governors discussed the need to continue this and consistency is key.</p> <p>Finance CG confirmed the board have the P4 reports, budget for next year discussed, national picture and the teacher pay award discussed and transparency given.</p> <p>HR and recruitment Perspective platform for appraisals, developments and appraisals and learning is added on to it. Action plan in St Marys for full set of training. First round and reviews discussed.</p> <p>Estates and Health and Safety Walk round, tree survey discussed audit of the trees, health and safety walk around has been re dated. Grass audit also needed. Action. Fence to wildlife area details discussed. CG discussed signage around the pool to be put in place, Elite have wording. Action. Charlies garden and memory plaque. Action.</p> <p>School items Inclusive sports discussed and up coming events</p>
12	Risk Register	N/A
13	GDPR	N/A
14	Policy review	NS due to schedule send on 31st Jan (board ratification on 7th Feb)
15	Governor Training needs	After review (training needs to be identified) start of Feb meeting 2025.
16	Christian Distinctiveness	As discussed above in spirituality. Meeting discussed pupil voice on spirituality. Follow up meeting discussed also.
17	Reflection - What have we achieved in this meeting that will improve outcomes for the learners in this school? Curriculum Admissions Attendance	

	Strategy Support for Head additional meeting needed Exec leadership / deputy Well being Estates School items General feeling since joining the MAT Ideas for marketing and leveling up presence on social media
18	Information / Questions to Board of Directors N/A for this meeting.
19	Confidentiality (Part 2 of minutes) As recorded.
20	Date and time of future meetings including committee meetings if known

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

Action	Who	Date
Re send pecuniary interests.	NS	Complete before meeting
Confirm date the All Saints LGC will be on new tssmat email addresses.	JS	April 2025
Follow up support that links social media / advertising at reasonable cost.	Chair/HT	Carry forward.
Social media, links / IT	Matt to action	When able
Governor questioned finances, deputy model / exec models, action what is viable and timelines.	CG/CA.	As soon as possible
Nursery advertisement discussed action to do CA.	CA	As soon as possible
Action time table in pulse survey CA to do this.	CA	As required
Planning permission sign - behind the scenes work Matt S to update as and when or next LGC. Action.	MS	As soon as possible or next LGC
Grass audit also needed. Action.	CA	As soon as possible
CG discussed signage around the pool to be put in place, Elite have wording. Action.	CA	As soon as possible