



Date: Tuesday 20th January 2026 at 5:00pm

Present:

Neil McKinlay (NM)-Chair
Tom Hollingsbee (TH)
Jayne Chapman (JC)
Rebecca Lumsden (RL)
Martin North (MN)
George Hughes (GH)
Andy Martin (AM)
Julie Brinnand (JB)

Apologies

n/a

Absent:

n/a

In attendance:

Caroline Lowe (CL)-Headteacher
Sue Pomeroy (SP)-Clerk

	Governance and Administration	Action
1.	Welcome, Quorum, Apologies and Declarations The Chair opened the meeting and confirmed that it was quorate. There were no apologies to receive: all governors were present at the meeting. There were no conflicts of interest declared with the business of the meeting. Unless otherwise stated, all papers referred to had been uploaded to Governor Hub prior to the meeting. Minutes of the previous meeting a) The Part One Minutes of the Egerton LGB meeting held on 8th October 2025 were accepted as an accurate record and would be uploaded to Governor Hub and marked as signed.	
2.	b) Matters Arising Governors reviewed and updated the action log. It was confirmed that all actions had been met and closed or would be addressed on this agenda.	
3.	Membership Update - Governors noted the resignation of Tom Hollingsbee with effect from 31.03.26 due to him securing a new post and relocating. - The terms of office for George Hughes and Neil McKinlay expire on 31.08.26. Both are willing to stand for a further term, and governors were supportive of this. The clerk would inform AH (Director of Quality). ACTION	
	Strategic Direction and Progress Against Priorities	

4.	School Improvement Plan (SIP) and Self Evaluation (SEF) a) Update on progress CL referred to slides 2 and 3 from her report which details the priorities for 2025-26 and the progress towards achieving the targets. She informed governors that progress had been adversely affected by staff illness, including to the member of staff who covers PPA time. This had resulted in subject leaders not being given as much release time as planned to develop their action plans. Governors had visited school to monitor progress against the priorities. Governors asked whether CL was concerned about the amount of progress made towards any of the priorities. CL informed them that the financial position of the school is still challenging. Significant efficiencies had been made which put the school in a surplus position, but the school is heading towards a deficit position again. CL and the office staff had been covering lunchtime duties in the Nursery, until a new mid-day assistant was appointed. This eased the stress on leadership capacity but has put pressure on the budget. b) RoV-LH Governors noted the Autumn Term 2025 RoV 2 report from the Director of Primary (27.11.25) and commented that it was a very positive report.	
	Quality of Education	
5.	Admission and Pupil Numbers Slide 4 details the leavers and joiners and the total number of pupils on roll. CL highlighted the following: • Pupil numbers have increased from the autumn term. There are now 25 pupils in Nursery which means that it is at capacity with the current staffing numbers. • 225 pupils are on roll in total. • Year 2 and Year 3 have the fewest pupils. • A parent is visiting the school next week, looking for places for a Year 2 child and a Year 5 child. This would take Year 5 to 32 pupils. Governors had previously agreed that Year 5 and 6 could admit up to 32 pupils.	
6.	Curriculum Update There was no update for this meeting.	
7.	Pupil Performance There was no update for this meeting.	
8.	Link Governor Monitoring The following link governor monitoring reports had been shared: • GH and RL: Writing (focus on spelling and adaptive teaching) November 2025 • MN and TH: EYFS December 2025 • JL and NM: SEND Autumn term 2025 • RL: Safeguarding January 2026 • GH and AM: Personal Development and Wellbeing January 2026 GH and RL highlighted the following from their monitoring report: • The focus of the visit was on the Writing and spelling programme and how it is being adapted for disadvantaged pupils and those with SEND. • Spelling has been identified as an area for development across the Trust. • The Pathways to Spelling programme is aligned to the Pathways to Write programme which is already in place. The school is currently trialling the programme.	

	• The new approach involves spelling rules being taught and reinforced in class time, rather than spellings being sent home. • GH and RL had asked whether the subject leader had the capacity to implement and monitor this programme and how it can be adapted for pupils with SEND. Governors challenged whether the spelling programme is designed for pupils with SEND. CL explained that resources can be used from different year groups to meet the needs of individual children. She added that training from the publishers will be arranged for staff if the school decides to implement the programme. MN and TH highlighted the following from their monitoring report: • Good progress was noted by the EYFS lead in integrating the Nursery with school policies and procedures. • Pupil numbers have increased to 25. • Teacher oversight is required in the nursery to sustain the improvement seen. Governors asked whether the Nursery could admit more pupils if additional staff were recruited. CL informed them that the physical space allows for 30 pupils. The school will need to decide whether to recruit more staff. Staff: pupil ratios need to be adhered to and differ according to the age of the pupils. Governors requested a breakdown on how the £70k reserve from the Nursery had been spent. CL would provide this. ACTION Governors asked whether Nursery fees could be increased. CL informed them that they are relatively high compared to other Nurseries and that the school does not offer provision beyond 5:00 pm and that there is no holiday club provision on offer. NM and JL highlighted the following from their monitoring report: • This had been an introductory visit to meet the newly appointed SENCO. • SEN numbers are stable throughout school. • The new approach to First Concerns is working well. • The SENCO had identified the following challenges: ➢ Time to fulfil the role ➢ Building positive relationships with parents as some see identification of SEND as a negative thing. • A full monitoring visit will take place in the spring term 2026. Governors asked whether pupils are ever removed from the SEN register. CL explained that some pupils are removed but most remain on the register once their needs have been identified. RL and NM highlighted the following from her Safeguarding visit carried out yesterday: • The school is compliant. • The SCR was checked and new starters had been added. • The school is preparing for the SCiES review. • Pupils were positive and could articulate why they feel safe in school. Governors asked for examples of pupils' responses. NM explained that he and RL had asked general questions about feeling safe and followed up with more specific ones. Children talked about how fences, trained adults and friends help them to feel safe. They knew who to speak to if they had a problem. GH and AM highlighted the following from their monitoring report:	CL
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	- The Deputy Headteacher has devised a personal Development programme to meet the Ofsted requirements. - They had spoken to the PSHE lead who had been very enthusiastic. - A new scheme, “Kapow”, is in place. Some lessons had been observed and good interaction between pupils was noted. - Assembly sessions were observed. - Pupil voice was carried out with Year 1 and Year 3. The Y3 session was excellent with good knowledge observed of the learning module sheets including the topic – Persistence -that had been the subject of an earlier lesson observation. NM thanked governors for carrying out a good range of monitoring visits.	
9.	Pupil Premium CL confirmed that the Pupil Premium Strategy had been published on the school website and that it outlined the impact of the spending.	
	Personal Development and Welfare	
10.	Attendance: summary report 2024-25 -Slide 5 - Whole school attendance stands at 96% which is above national average. - Persistent absentees (PA), (below 90% attendance) are tracked and the school is taking context into account. 41 pupils are at risk of PA but much of this is due to illness and authorised holidays. - TLP standard letters were sent to all parents whose children had below 90% attendance and some were unhappy about this. - The attendance of pupils with an EHCP is above 95%. - Year 3 is a focus group (94.6%).	
11.	Rewards and Behaviour-Slide 6 - CL informed governors that she had taken the decision to permanently exclude a pupil today (20.01.26.) - There have been 2 suspensions, no incidents of bullying and no physical interventions.	
12.	Safeguarding Update-Slide 7 - CL would forward the link to the basic awareness training. Governors were requested to complete it prior to the next meeting of the LGB. ACTION - The current caseload is detailed on the slide. - The SCiES audit was scheduled to take place on 30.01.26. CL would request that it be delayed to allow more preparation time. CL was due to refresh her DSL training on 21.01.26. The Deputy Headteacher would attend the training in CL’s place.	CL/Governors
13.	Welfare and Wellbeing-Students-Slide 8 - One child is on a part-time timetable. This was reviewed last week and the hours spent in school were increased. - One child is on flexi schooling. - Five children have an EHCP. 18 children are on SEN support and 12 are at First Concerns. Governors asked if the percentage of pupils with SEND was similar to other schools. CL informed them that it is lower than the national average.	
14.	Welfare and Wellbeing-Staff-Slide 9	

	CL informed governors that two teaching assistants who are both qualified teachers have been appointed and have settled well. Governors asked whether there are still any vacancies in school. CL confirmed that there are no vacancies and that the Nursery mid-day assistant role has recently been filled.	
	Local Matters and Stakeholder Engagement	
15.	a) Statutory Policy Approval • Admissions • SEN • Supporting Children with Medical Conditions at School • RSHE Non-statutory Policies • Invacuation Policy • Anti Bullying • EYFS • Mental Health and Wellbeing • Online Safety • Adverse Weather NM had noted some minor amendments which were required to the policies which he shared with CL. Governors approved the above policies, subject to the amendments being made. b) Governors noted the following Trust Policy: First Aid Policy NM would organise an audit of the SEN and Supporting Children with Medical Conditions at School policies. ACTION CL informed governors that the tree house and African hut on the playground had been condemned during the Trust Health and Safety audit. AM would obtain a quote for a replacement tree house, and he and NM would inspect the condemned equipment. ACTION	NM AM, NM
16.	Governor training Update Governors were requested to watch the Ofsted briefing from The Key and to update their training record on Governor Hub. ACTION https://www.youtube.com/watch?v=2j1trXuSlwM Any governors who had not completed Prevent training in 2025 were asked to complete the Home Office module. ACTION Prevent duty training - GOV.UK	Governors JC
17.	Stakeholder engagement a) Parents/Carers: Slides 10 and 11 Governors noted the results of the Reception parents' questionnaire which had been very positive. All responses were either "agree" or "strongly agree". CL informed them that the Reception class had settled well. Many had joined the school from the Nursery and had a good level of phonic knowledge. NM would arrange for governors to prepare the questionnaires to be administered to parents at the spring term parents evening. ACTION b) Wider Community-Kenya Link Governors agreed in principle that they would like to maintain the link with Egerton School in Kenya as it is part of the history of the school. Previously, reciprocal visits had taken place, and this was expensive and of limited value to Egerton pupils. Governors discussed that other ways to maintain the link should be explored, for	

	example working on joint projects related to sustainability. Governors agreed that it was important to gain the views of parents and of the school in Kenya. ACTIONS: • NM to add a question on the Kenya link to the parental questionnaire. • CL to ask Mark Webb to facilitate a meeting with the school in Kenya.	NM CL
18.	Communication-to Trust • To ES&P Committee ➢ Governors found the feedback document useful from the ES&P Committee which had been provided for this meeting. ➢ Financial constraints are impacting curriculum delivery and leadership capacity. For example, some staff have not been replaced and the Headteacher has covered for their absence. • Feedback to Trust on other matters ➢ None from this meeting.	
19.	Communication-from Trust a) Governors noted Paper 19a) from the ES&P Committee. b) The TLP Governance Conference would take place on Saturday 25th April 2026. c) Sean Houlston had been appointed as a Trustee. Sharon Dempsey had been appointed as a Member of the Trust.	
21.	AOB Governors thanked TH for his service as a governor, wished him well for the future and presented him with a gift.	
	Dates and times of LGB meetings 2025-26 Wednesday 20th May 2026 Tuesday 30th June 2025 All meetings to take place in school at 5:00 pm.	

There were no part two items for discussion at this meeting.

The meeting closed at 6:35 pm

Summary of action Points:

From the meeting held on 20.01.26

Agenda item	Action	Assigned to	Deadline
3	To inform AH that GH and NM are willing to stand for a further term of office and that this is supported by the LGB.	Clerk	31-Jan-26
8	To obtain quotes to replace the tree house. NM and AM to inspect the condemned structures.	AM/NM	March 2026
8	To provide a breakdown of how the £70k Nursery reserve was spent.	CL	March 2026
12	To circulate the governor safeguarding training. Governors to complete before next meeting.	CL/All governors	May 2026
16	To arrange an audit of the SEN and Supporting Pupils with Medical Conditions policies.	NM	May 2026

17	To prepare questions for the questionnaire to administer to parents at the spring term parents evening. (Include question about the Kenya link)	NM to organise.	March 2026
17	To forward the document from Mark Webb re Kenya to all governors.	NM	January 2026
17	To ask Mark Webb to facilitate an online meeting with Egerton School in Kenya.	CL	March 2026