



Local Governing Board to The Learning Partnership

EGERTON PRIMARY SCHOOL LGB MINUTES-Part 1



Date: Wednesday 8th October 2025 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)

Apologies

Julie Brinnand (JB)

Absent:

n/a

In attendance:

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

	Governance and Administration	Action
1.	<p>Welcome, Quorum, Apologies and Declarations Neil McKinlay was confirmed as Chair of the LGB for a period of one year, or until the first meeting of the LGB in 2026. George Hughes was confirmed as Vice Chair of the LGB for a period of one year, or until the first meeting of the LGB in 2026.</p> <p>The Chair opened the meeting and confirmed that it was quorate. Apologies were received and accepted from Julie Brinnand. 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.</p>	
2.	<p>Minutes of the previous meeting</p> <p>a) The Part One and Part Two Minutes of the Egerton LGB meeting held on 2nd July 2025 were accepted as an accurate record and would be uploaded to Governor Hub and marked as signed.</p> <p>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.</p>	
3.	<p>Membership Update</p> <ul style="list-style-type: none"> Andy Martin’s term of office as a Parent Governor is due to expire on 09.01.26. He is willing to stand for a further term, and governors were supportive of this. The clerk would inform AH (Director of Quality). ACTION 	

<p>4.</p>	<ul style="list-style-type: none"> There is one vacancy on the board. The skills audit had not revealed any gaps. Governors discussed recruiting a new governor to increase diversity on the board. <p>Declarations and Confirmations</p> <ol style="list-style-type: none"> Declarations of Interest KCSiE 2025 <p>All governors had completed a) and b).</p> <ol style="list-style-type: none"> Nolan Principles Code of Conduct Vision and Values <p>Governors were reminded that the remaining three declarations need to be updated annually.</p>	
	<p>5. Confirmation of Governor Link Roles and Monitoring Schedule SEND: JC, JB Safeguarding: RL, NM EYFS: TH, MN</p> <p>Links with SDP Priorities: Quality of Education: RL, GH Behaviour and Attitudes: Covered under Safeguarding by RL and NM Personal Development: GH, AM EYFS: TH, MN Leadership and Management: Covered under Safeguarding by RL and NM</p> <p>Governors were requested to undertake a termly monitoring visit. CL would circulate a link governor monitoring visit proforma. ACTION NM commented that the LGB’s approach to governor monitoring had been recognised by the Trust as good practice.</p>	<p>CL</p>
	<p>Strategic Direction and Progress Against Priorities</p>	
<p>6.</p>	<p>School Improvement Plan (SIP) and Self Evaluation (SEF)</p> <ol style="list-style-type: none"> Summary of 2024-25 progress This item was covered at the summer term 2025 LGB meeting. Approval of priorities for 2025-26 Slides 2 and 3 of the Headteacher’s Report detail the priorities for 2025-26. CL highlighted the following points: <p>Quality of Education</p> <ul style="list-style-type: none"> The aim is to embed adaptive teaching into all lessons. The Deputy Headteacher has demonstrated how well this can be achieved and will be sharing her good practice with other staff. Spelling is the key area of focus in improving Writing outcomes, with a particular focus on disadvantages and SEND pupils. <p>Governors asked whether there are more pupils with SEND in the current Year 6 cohort. CL responded that this is not the case but that the cohort is generally lower attaining than last years.</p> <p>Governors challenged why a target of increasing spelling results by 15% had been set. CL explained that pupils are losing marks on spelling in the GPS test and that an increase by this amount would have a positive impact on Writing results overall. The spelling approach would be implemented from Year 2 onwards.</p> <p>Behaviour and Attitudes</p> <ul style="list-style-type: none"> 96% attendance is a Trust wide target. 	

	<ul style="list-style-type: none"> • The focus is on persistently late/absent pupils. • The Trust has an attendance strategy, and letters are ready to send to parents. Some parents may be unhappy as missing just one day at this point in the year will mean that a child is below the target attendance figure. • Persistent lateness has increased from last year. Parents now must sign to say why their child is late. • A change to the start time for Nursery has helped parents to get their children to main school on time. <p>Personal Development</p> <ul style="list-style-type: none"> • The Deputy Headteacher is leading on this priority. • There are two elements: sustainability and the climate change action plan and increasing opportunities for student leadership. • This fits well with the Kenya school link. <p>Leadership and Management</p> <ul style="list-style-type: none"> • The targets are to achieve 100% safeguarding training completion for all staff, within one month of joining and to minimise financial risks. • The budget situation is challenging, and the school needs to ensure continued financial stability. The school is now charging for all after school clubs. There had been an adverse impact on the after-school provision when this was not the case. <p>EYFS</p> <ul style="list-style-type: none"> • Embed the Nursery curriculum, ensuring high quality learning experiences for all. • Strengthen staff expertise to ensure high quality teaching. This will aid the transition into Reception. <p>Governors asked if any of the priorities from 2024-25 were continuing. CL informed them that the priorities relating to adaptive teaching and Nursery were continuing into 2025-26.</p> <p>c) SIV-LH Governors noted the Autumn Term 2025 RoV 1 report from the Director of Primary.</p>	
	Quality of Education	
7.	<p>Report on exam results: Slides 7 and 8</p> <p>CL highlighted the following:</p> <ul style="list-style-type: none"> • The school is very pleased with the 2025 results. • EYFS-GLD 77%. This is higher than national but lower than last year due to the needs of the cohort. • 100% passed the Year 1 phonics screening. • Year 4 MTC: 33% achieved full marks against 43% last year. The school has considered the children who did not achieve full marks and is aiming to increase the number achieving full marks next year. • Year 6 Reading: 93% EXS. 70% GD. The school had implemented an intervention on reading fluency. This is important to ensure that the children can access all three papers. • Year 6 Maths: 93% EXS, 50% GD • Year 6 GPAS: 93% EXS, 63% GD • Year 6 Writing: 87% EXS, 10% GD 	

	<ul style="list-style-type: none"> Writing results are lower than in other subjects, particularly at GD. Writing is a focus on the SDP and is also a Trust-wide priority in 2025-26. <p>Governors congratulated the staff on the excellent results. They asked whether most pupils transfer to Knutsford Academy. CL confirmed that all the Year 6 pupils had transitioned to Knutsford Academy in 2025 and that pupils from Egerton do well in their secondary education.</p>	
8.	<p>Admission and Pupil Numbers</p> <p>Slide 4 details the leavers and joiners and the total number of pupil on roll. CL highlighted the following:</p> <ul style="list-style-type: none"> There are 216 pupils on roll, including Nursery. Nursery numbers have dropped from 30 to 17 due to the high number who moved into Reception. Numbers are expected to increase from January 2026. 30 children had been expected to start in Reception in September 2025, but one child is now being home educated, and one place was declined, leaving two spaces in Reception. <p>Governors asked for further information on the pupils who had moved to specialist placements. CL explained that the family had requested a change of placement in one case, and the school had instigated the move for the other child.</p> <p>Governors also asked why pupil numbers were lower in Years 2 and 3. CL informed them that these year groups had been lower since Reception. The birth rate was low and one child in Year 3 had moved to private education.</p>	
9.	<p>SEND Report-Slide 10</p> <p><i>CL noted that her Headteacher's report for July 2025 LGB had contained an error regarding the number of pupils with EHCPs in school. It had stated there were 13 pupils, but the correct number was 8.</i></p> <ul style="list-style-type: none"> EHCP=4 children SEN Support=18 children First Concerns=17 children A new SENCO is in place from September 2025. The school has accessed support from the SENCO at another Trust school. The focus is on early identification to ensure that children receive the required funding and support. CL would upload the more detailed SEND Report from the SENCO to Governor Hub. ACTION 	CL
	Personal Development and Welfare	
10.	<p>Attendance: summary report 2024-25 -Slide 5</p> <ul style="list-style-type: none"> Attendance to date stands at 97.6%. The slide provides a breakdown by Year group. <p>Governors challenged why lates are at 18%. CL explained that this is partly due to some pupils with SEND who have an arranged later start to the day.</p>	
11.	<p>Rewards and Behaviour: Summary Report 2024-25: Slide 6</p> <ul style="list-style-type: none"> There had been no suspensions, incidents of bullying or physical interventions as of 29.09.25. 	
12.	<p>Safeguarding Update</p> <ul style="list-style-type: none"> A Safeguarding Update was shared on Slide 9. RL had carried out a monitoring visit on 03.10.25 and the report had been shared on Governor Hub. (Paper 5) 	

	<ul style="list-style-type: none"> Feedback to Trust on other matters ➤ Governance Conference-governors felt that this had been valuable but would prefer the event to take place on a weekday. 	
20.	<p>Communication-from Trust</p> <ul style="list-style-type: none"> Training on analysing pupil data would be provided by the Trust. Emma Hooley is running a session for Safeguarding link governors. (There are two dates and governors are required to attend one of them.) Monday 13th October 5:00pm – 6:00pm Wednesday 22nd October 3:00pm – 4:00pm 	
21.	<p>AOB</p> <p>None for this meeting.</p>	
	<p>Dates and times of LGB meetings 2025-26</p> <p>Proposed dates: Tuesday 20th January 2026 Tuesday 19th May 2026 Tuesday 30th June 2025 All meetings to take place in school at 5:00pm.</p>	

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 08.10.25

Agenda item	Action	Assigned to	Deadline
2	To note in the minutes that there had been an error in the number of EHCPs recorded in the HT's report to the LGB in July. The figure was 8 and not 13.	Clerk	31-Oct-25
2	To feedback to AH that governors would prefer the Governance Conference to be held on a weekday.	Clerk	31-Oct-25
3	To inform AH that AM is happy to serve a further term as a parent governor at EPS and that the LGB support this.	Clerk	31-Oct-25
5	To circulate governor link monitoring proforma to governors.	CL	31-Oct-25
9	To circulate the SEND report to governors	CL	31-Oct-25
12	To add an item to the Jan 26 LGB for governors to receive an update on the changes to KCSiE.	Clerk	20-Jan-26
16	To complete Safeguarding and Prevent training	GH	31-Dec-25
17	To check whether Andy Martin has completed his biography. (Checked 14.10.25. Still outstanding. Contacted AM.)	Clerk	31-Oct-25
18.0	To email governors regarding administering questionnaires at parents evening.	NM	31-Oct-25
18.1	To forward the document from Mark Webb re Kenya to NM and JC.	CL	31-Oct-25