

Name	Type of Governor	Monitoring Roles	Present	Apologies
Katie Blood	Headteacher	N/A	Yes	
Father Ben Eadon (Chair)	Foundation (Ex Officio)	<ul style="list-style-type: none"> - Governor training and development - Headteacher's performance mgmt. - Clerk's performance mgmt. - Personal Development - Leadership and Management - Worship & Christian Vision 	Yes	
Tony Firmin (Vice Chair)	Foundation	<ul style="list-style-type: none"> - Safeguarding - Headteacher's performance mgmt. - Quality of Education - Leadership and Management 	Yes	
Catherine Wilson	Foundation	<ul style="list-style-type: none"> - Headteacher's performance mgmt. (review officer) - Sports Premium - Quality of Education 	Yes	
Mary Nixon	Foundation	<ul style="list-style-type: none"> - Headteacher's performance mgmt. - Behaviour and Attitude 	Yes	
Roger Fine	Local Authority	<ul style="list-style-type: none"> - Health & Safety - EYFS 	Yes	
Father Thomas Cotterill	Foundation	<ul style="list-style-type: none"> - SEND - Worship & Christian Vision 	No	Yes
James Roe	Parent	<ul style="list-style-type: none"> - Quality of Education 	Yes	
Nikki Harper	Parent	<ul style="list-style-type: none"> - Pupil Premium - Behaviour and Attitude - EYFS 	Yes	
Wafa Paton	Staff		Yes	
Tom Way	Clerk	N/A	No	Yes
Sarah Foster	School Business Manager	N/A	Yes (items 1-4)	
Vacancy	Foundation			
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Quorum: 9 out of 10 governors were present. The meeting was quorate (at least 50% attending).

Questions from the governors to the HT and Staff are highlighted in **bold**.



1. Welcome / Opening Prayer / apologies for absence and declarations of interest

The meeting commenced with an opening prayer.

The Chair welcomed WP to the governing body.

There were no declarations of interest for this meeting.

2. Minutes of FGB meeting held on 11.12.23 accuracy / matters arising

Governors agreed that the minutes were an accurate representation of the meeting.

ACTIONS

2.1 Governors to send new Declaration of Interest forms for the school year 23-24 to the Clerk before the next FGB meeting – **ongoing** (NH, RF, WP)

3. Chair's Business

A confidential item was discussed and recorded in a separate set of minutes.

4. Finance

The Chair thanked the SBM for attending.

Governors confirmed that the debit card statements had been circulated in advance and that there were no questions.

Q: Regarding the backdated budget monitoring reports, particularly December, why has the deficit jumped by £20K?

The SBM advised that the support staff pay rise has had an enormous effect, and there's a document within the papers circulated in advance titled 'Extra Expenditure' to explain things that had not been accounted for last April, and this includes an agreement with a member of staff who left (£32K) and cover for this member of staff. The SBM further advised that the pay increases for teachers was partly funded, but that the extra for non-teaching staff was £20K+, so the school has done well being only £20K over, and that they would have been able to chip away at the deficit had it not been for these costs.

The HT advised that the problem relates to paying support staff to cover long term sickness and also the requirement to have support staff to cover SEN pupils, but that there are plans to help reduce the deficit after half term in terms of supply.



The SBM advised that there are teething problems with BromCom and that training is still ongoing.

Q: What is covered under the £4,000 for Other Premises?

The SBM advised that it's largely the cost of fire safety systems and alarms etc.

The SBM advised that the SFVS is required by 24th Feb, and that there isn't anything particularly different about it compared to last year.

The SBM advised that the Services to Schools 24-25 covers the difference from last year, and that there are more children on free school meals too. There was a jump up of £9k, and the company gives back any surplus at the end of the year, so last year they returned £4k. The HT also advised that the school will get a larger Pupil Premium budget to help balance this.

In regards to the draft budget for next year, the SBM advised that all of the staffing is in there, but that the LA want a budget by the 24th Feb and that they've also not given a budget figure for the school. The SBM commented that BromCom has a budgeting tool but not a very good budgeting package, and there was a further discussion around the estimated income figure versus outgoings factoring in PP, Sports Premium, Rates, staffing, utilities and support staff backpay. The estimate was put at £905K for the year with a surplus of £11.5K, and the SBM advised that they would like to submit this as a balanced year, but that they cannot do this until they have been given a figure by the LA.

Governors thanked the SBM for attending the meeting.

The SBM left the meeting.

5. School Update

A) Update on Save our School Campaign

The HT advised that they went to the meeting of the first transition board this week where the focus was SEN, and that the SENCO came with them. The executive head of St Peter's was there too with their SENCO. There were 12 people on the committee, and the HT commented that it was largely a negative experience in that no decisions were made and they felt that they were not heard nor listened to, and that no-one on the committee stepped in to discuss being careful with the children's care and their futures. The SENCO attempted to get the committee to take responsibility for the fact that their proposal would have a detrimental effect on children, but that no-one there would discuss the reality of this, and that they just said "it's a bumpy road" rather than acknowledging that they are hindering the advancement of children's opportunities.



The HT advised that they said openly that they didn't want to be there as they intended for the school to remain open, and also openly registered that they felt disrespected as a professional, as does the school community.

Q: Was there any concrete information offered by the meeting?

The HT advised that they said they had some ideas for St Peters that related to the issues of West Sussex, and they talked about Tracey Williams (head of BHISS) having additional funding, but there is very little capacity within the team to facilitate support. Our SENCO suggested using funding for school staff to support the school community, and that our therapist has put together a bid for more time.

The HT commented that it felt like there was a tone of emotional blackmail throughout i.e., "it will be challenging but we know you will work with us to make it better for your families" and that it was very frustrating and somewhat intimidating.

Q: What was the purpose of the meeting in terms of objective?

The HT advised that there were 20 minutes allocated for each school, and that it was supposed to be about the schools coming and making suggestions, to which the LA offered nothing.

The HT advised that there are another 7 meetings up until early May, and that they will take a member of staff or ask a governor to come with them if they are able to do so.

B) Progress against SDP

The HT advised that it is a relatively basic update here as the SDP has taken a backseat at staff meetings, but that they have asked the SLT to fill in the SDP with actions that they've taken and actually a lot has been happening. The HT further advised that the Staff Code of Conduct and Staff Induction policies have been put on hold for the time being and will be looked at next year if the school remains open.

The HT advised that for October's census the school had 141 pupils, and that as of 31st January the school is at 135 pupils, so only 6 pupils have left the school, much to the LA's surprise.

Q: How have the children been in general with all of this going on?

The HT advised they can feel an undercurrent in the school, and that some parents talk to them about how their children are feeling. The HT further advised that the other consequence of this is that the SLT aren't as visible as they'd usually like to be because of the situation, and that it's been hard for everybody.



The HT advised that 8 children have joined the school since Christmas, and that they have been clear with them and the families that the school is in jeopardy.

C) School Data

The HT advised that this is lower than usual at this time of year. The school has mixed age classes and that part of the SDP was to focus more on improving provision. However, this has been difficult due to staff meetings being taken over with school closure work,

The Chair thanked TF and TC for providing visit reports in advance, and governors confirmed that there were no questions.

It was commented upon that the staff meetings are very useful to come to and worthwhile for governors to attend as it helps reassure staff that the board are part of the team and supporting them.

6. Health & Safety

The HT confirmed that there was nothing to report, and that they completed H&S training this week and are up to date.

It was confirmed that an inspection is to be arranged for this term.

7. Policy Reviews

The Chair confirmed that these had been circulated to governors in advance.

A) Procedure for Allegations Against Staff

Governors confirmed that there were no questions on this policy.

B) Safer Recruitment

Governors confirmed that there were no questions on this policy.

C) Equality Information and Objectives

Governors confirmed that there were no questions on this policy.

Governors agreed to the approval of these policies.



8. Training Feedback

The Chair thanked TF for providing a training report.

It was mentioned that there are 2 training courses for governors upcoming – a conference for governors on 24th March 9am – 12pm at the Brighthelm with BRM and SEN children as the focus, the key speaker is Frances Akinde who has 5 SEND children of their own, and that there will be table discussions and lots of interaction, and all governors are encouraged to go. The other course is Anti-Racist Training for Governors on 4th March 6 – 8pm at the Meeting House and governors can book onto this via BEEM.

9. The Grace

The Chair and governors concluded the meeting by saying the Grace.

The meeting closed at 6:41pm.

The next FGB meeting will be on Thursday 21st March at 5pm.