



Name	Type of Governor	Monitoring Roles	Present	Apologies
Katie Blood	Headteacher	N/A	Yes	
Father Ben Eadon (Chair)	Foundation (Ex Officio)	- 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	- Safeguarding - Headteacher's performance mgmt. - Quality of Education - Leadership and Management	No	Yes
Catherine Wilson	Foundation	- Headteacher's performance mgmt. (review officer) - Sports Premium - Quality of Education	Yes	
Mary Nixon	Foundation	- Headteacher's performance mgmt. - Behaviour and Attitude	Yes	
Roger Fine	Local Authority	- Health & Safety - EYFS	Yes	
Father Thomas Cotterill	Foundation	- SEND - Worship & Christian Vision	Yes	
James Roe	Parent	- Quality of Education	Yes	
Nikki Harper	Parent	- Pupil Premium - Behaviour and Attitude - EYFS	Yes	
Wafa Paton	Staff		No	Yes
Tom Way	Clerk	N/A	Yes	
Sarah Foster	School Business Manager	N/A	No	Yes
Vacancy	Foundation			
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Quorum: 8 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

NH commenced the meeting with an opening prayer.

The Chair confirmed that apologies had been received from TF and WP, and that the SBM would not be attending as they not able to provide an update for the finance item at this meeting [see item 3 below].

There were no declarations of interest for this meeting.

2. Minutes of FGB meeting held on 18.10.23 accuracy / matters arising

The GB agreed that the minutes were an accurate representation of the meeting.

The following actions have been met:

- The HT has set up a staff and parent governor nomination and election cycle in the school, and the Chair confirmed that NH has been reappointed as a parent governor and WP as staff governor
- The Chair has checked into the Scheme of Delegation and advised that this isn't required as there are no sub-committees to the FGB, and governors agreed to remove this as an action
- Governors confirmed that they have read and familiarised themselves with the Christian Values document

Matters arising, not otherwise on the agenda:

N/A

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. Finance

The Chair advised that the SBM has not been able to provide up-to-date documents for this item as new finance software has been introduced recently with which the SBM is not fully acquainted with yet, and that they will review the finance sub-items B-D at the next FGB meeting.



A) Performance management feedback

The HT advised that most of the staff at the school are on a certain place on the pay scale, so this is less relevant for them, but that they have had meetings with Helen Banks and Rachel Christie-Davies and the HT advised that they are recommending to governors that both of them move up one point on the scale as they are doing a great job and work very hard. The HT commented that another downside to the proposed school closure is that they feel they are really good team and work well together.

The Chair asked if all governors approve of this pay scale increase for HB and RCD.

All governors agreed.

B) Monthly budget monitoring report

Deferred until the next meeting.

C) Monthly reconciliation report

Deferred until the next meeting.

D) Credit card statements

Deferred until the next meeting.

4. Chair's Business

A) Governors' response to the Consultation

The Chair confirmed that the draft response had been circulated to all governors in advance and advised that now is the chance for them to discuss if anything has been missed out or needs editing.

The Chair confirmed that TF's feedback regarding the positive impact that the school has upon the local community had been circulated via email in advance, and there was a broader discussion around this.

There was a further discussion around the wording within the response, and the Chair asked governors whether their official policy should be that if it is decided that the school should close, that their stance is that it should not happen until August 2025 at the very earliest, and governors agreed.



The HT advised that the 22nd January is the new proposed date for the Children, Families and School Committee to make a decision regarding the consultation and that this has been pushed back from December. There was a broader discussion around how the timeframe of this relates to schools' admissions processes after the decision has been announced and made public.

The Chair asked if there were any other questions or suggestions from governors, and MN suggested considering whether to mention the wider use of the school building and lettings, and what will happen to the activities that rely upon the school premises currently, especially where it is being used by marginalised communities. The HT commented that it is an issue for many of the groups finding another hall nearby that is appropriate. The Chair confirmed that they will add a sentence about this and the detrimental effect upon the local community if the school building closes.

The Chair asked if there was anything else, and governors confirmed that there were no other additions or amendments to be made.

TC proposed that governors submit the response as it stands.

JR seconded this.

All governor unanimously agreed on the response to the consultation.

The Chair confirmed that they will submit this response to the council.

5. School Update

A) Update on Save our School Campaign

The HT advised that in terms of the campaign the school has been doing lots of things, and they gave thanks to all who came to the consultation meetings. The HT advised that there has been another meeting with the council, and that despite the council's reluctance and a LOT of support from Rachel Christie-Davies, they fulfilled their obligation to bring a variety of translators for parents where required, and that further questions were posed to the council from BAME families, some of which have had difficult backgrounds and for whom the school closure is an additional blow for them. The HT further advised that some councillors were asking why some parents from these groups were not attending the meeting, to which the HT had responded that both parents may be working and can't get paid time off and that they are in difficult circumstances. The HT provided a broader summary of these families' situations, and commented that there are so many useful and positive things done for them via the school, of which the school may not even realise is useful from an 'average' perspective, and that there are many stories around this. The HT also advised that members of the council committee were in attendance and will have



heard these stories, and the Chair advised that they and the HT met with the Diocesan board last week who had also been at this meeting.

The HT advised that the march against the school closure happened today and that there was a lovely turnout and it was well-attended and will be on television. The HT further advised that on Thursday 14th Dec at 4.30pm there will be a council meeting to respond to the petition which has collected enough signatures, and that the school has submitted to do a deputation (a 5-minute speech from a nominated staff member) and submitted a petition with the HT delivering a 3-minute speech to accompany it, of which the council has to debate for 15 minutes minimum in response. The HT also advised that Caroline Lucas is attending the school at 2.30pm this Friday 15th Dec to speak to parents and staff.

There was a broad discussion around St Peter's School's response to the proposed closure.

The Chair advised that they will keep governors updated on any developments and further media coverage, and asked to also please let them and the HT know if they find any other avenues for media coverage.

B) Progress against SDP

The Chair advised that the HT has not been able to prepare and circulate their usual update on this item as they have understandably had a lot on, but that they will provide a verbal update instead.

The HT advised that a lot of the school improvement work has been given over to the Saving the School campaign, but that noticeably the school improvement work that was started in September/October is still continuing, and that this is great considering the circumstances. The HT further advised that the current number of pupils at the school is 135 down from 141 at the last census, and that only 2 of these have left because of the proposal to close the school, with 2 or 3 of the others having left due to moving house. The Chair commented that it reflects well on the school that parents trust and stick by St Bartholomew's.

Is it worth mentioning this in the governors' response to the consultation?

NH commented that the council are very inflexible about pupils moving school together in groups, but that they were more accommodating of this after covid, and there was a broader discussion around this. The Chair advised that there are various nuances to be considered within the governors' response but that they and the HT agreed that this could be good to include within individual responses.



6. Health & Safety

A) HT report on safety matters

The HT confirmed that there was nothing to report.

B) Termly premises inspection

The HT and RF advised that they have conducted a visitation with the BHCC Health and Safety team, and that a couple of small things came up but nothing major, and the last report is from September and they will complete another one soon.

7. Policy Reviews

A) Scheme of Delegation

[Policy review removed, see item 2 above].

B) Pay

The confirmed that they had circulated this to governors in advance and asked if there were any questions, and governors confirmed that there were none.

All governors agreed to approve and ratify the Pay policy.

8. Training feedback

Governors confirmed that there was no training feedback to provide at this meeting.

9. Urgent business not on agenda

There was brief discussion around the possibility of an Ofsted visit, and the Chair advised that this may not be allowed during the consultation period but that they will discuss it further with the HT and confirm this.

10. The Grace

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

St Bartholomew's CE Primary School
Full Governing Body Meeting
Monday 11 December 2023 at 5.30pm



The meeting closed at 6:49pm.

Signed[*Signed copy kept in school office*].... Chair of Governors

Date.....08/02/24.....

The next FGB meeting will be on Thursday 8th February at 5.00pm.