



STICKLAND'S C.E. V.A. PRIMARY SCHOOL

Aspire, Believe, Belong and Achieve.

Let Your Light Shine Matthew 5:16

Full Governing Body Meeting Minutes

Monday 24 November 2025 at 13.00

Governors	Position	Initials	Present
Ruth Adler	Headteacher	RA	P
Nicky Bower	Associate Governor	NB	AA
Daniel Ingles	Foundation Governor	DI	AA
June Jach	Clerk to the Governors	JJ	P
Gay Lewis	Foundation Governor	GL	P
Andy McAney	Local Authority Governor	AM	P
Suzie Mutch	Foundation Governor (Chair)	SM	P
Anna Low	Staff Governor	AL	P
Emma Hodgkinson	Associate Governor	EH	AA
AnneMarie Henham	Governor	AH	AA
Elizabeth Rendell	Governor	ER	P
Alistair Strout	Parent Governor	AS	P
Sophie Jones	Parent Governor	SJ	P

No	Item	Action
1	Meeting started at 13.00 with a prayer from Suzie Mutch	
2	Present and apologies. SM welcomed everyone to the meeting and introduced two new governors Sophie Jones and Alistair Strout. There was a round table introduction from all present. SM explained the change of roles of both Emma and Nicky into Associate Governors.	
3	<p><u>Organisational items</u></p> <p>Pecuniary interest. There were no changes. Sophie and Alistair will complete the necessary forms and return to the clerk in due course.</p> <p>Minutes of previous meeting - The minutes were agreed as accurate</p> <p>Matters arising. There were no matters arising.</p>	
4	<p><u>Standing matters</u></p> <ul style="list-style-type: none"> <p>Safeguarding. GL apologised for not completing a safeguarding report this term. GL suggested that she conduct a check list with RA. SM and RA shared an interview they had conducted with several children regarding cyber security.. School has added extra layers of data protection. However, there are still areas over which the school has not control e.g. Arbor, Google Drive. In theory, school data is protected by those organisations. A general discussion followed. SM and GL have signed up for Level 3 Safeguarding course in the new year.</p> <p>There was a safeguarding incident in school recently and this was discussed in depth. The chair of the FGB will send out a communication in relation to carer/parental behaviour to all parents and guardians. A Governor asked whether school is responsible for incidents that occur on school grounds outside of school times. RA confirmed that it is not.</p> <p>Wellbeing - FGB was delighted to learn that Caroline Hart was in school this morning. She is starting a planned phased return to teaching.</p> <p>Olivia Page was on compassionate leave for most of the past week. AL commented that this impacted on all other staff in terms of covering the gaps. A supply teacher was not used. SM asked that it be minuted that the FGB thanked all the staff for pulling together to cover. Obviously covering impacts on other work and</p> 	<p>JJ will send out a fresh date for Governor training as the previous was cancelled due to ill-health.</p> <p>SM</p>

	<p>in this case especially with preparatory work by RA for the FGB. This was also noted by the FGB</p> <ul style="list-style-type: none"> • Governor visits - ER completed a visit. For the benefit of new governors, SM outlined the roles of various governors in visit schedules. AMc has agreed to carry out a maths visit with Marie Stone on 15 December 	
5	<p><u>Headteacher's report</u></p> <p>RA showed on screen details from the ECL external visit. RA talked through some of the details. There was discussion over school numbers for September as reduced numbers will impact school financially. RA talked about the Open Evening and said that quite a few parents visited from outside of the area. Some areas were identified as in need of different focus. A Governor stressed from a small school perspective, that the outcomes are good. For example in such a small school, sickness of just one child can impact on results. There was general discussion and it was agreed that school does look at what is realistically attainable attendance with some children. There is no evidence of any downward trend in results. AA Governor asked about the bible class. The FGB was advised that this runs weekly.</p> <p>Sticky learning is clearly working well and benefits the children. A Governor asked whether Sticky Learning visits should be done each term and it was agreed this will happen</p> <p>There has been an English monitoring visit. AL reported it had been an excellent visit and it was seen as impressive and positive. Things that were taken away from the visit were recognising the changes in staff and the impact. Outcomes included check lists and monitoring. ECL will visit again in the summer term to see progress.</p> <p>RA presented the head's report verbally. It had not been prepared prior to the meeting as she had been teaching to cover staff absence. RA displayed on screen attendance figures for the term so far and this is showing improvement. A Governor asked whether the attendance certificates that are being issued are making a difference. RA said she's unsure but they will be issued again at the end of the term. There was general discussion about the practice of taking children out of school to go on holiday.</p>	Governors with subject responsibility

	<p>A visit is planned that will concentrate on phonics.</p> <p>The Nativity church service and all other Christmas events are on the school calendar. Governors are welcome to attend.</p>	
6	<p><u>Chair's report</u></p> <p>The Chairs report had been circulated prior to the meeting.</p> <p>SM said that AMcA is willing to renew his role as vice-chair. Renewal was proposed and seconded. Following this, there are other actions necessary by the Chair and clerk with a final ratification by the FGB at the next meeting.</p> <p>SM talked about the need for Governors to carry out training so that we have good and accurate records, particularly for Ofsted. JJ reminded all the Governors to provide her with any training certificates so that attendance and completion can be recorded on Arbor.</p>	
7	<p><u>SDP - School Development plan</u></p> <p>RA displayed the SDP on screen with headline items. The information had been available for Governors to view before the meeting. RA talked through the details.</p> <p>RA said that they are expecting a SIAMs inspection in 2026.</p> <p>RA said that after Christmas she will provide details of pupil progress data.</p> <p>AMcA explained that for the past 3 years or so he has attended school every Monday to develop greater depth in maths. He has been working alongside Marie Stone. It was agreed that in order to see improved results, it's important to start working with younger children. For that reason he now includes these whilst on site on Mondays.</p>	
8	<p><u>Main Focus areas</u></p> <ol style="list-style-type: none"> 1. Use of PP & PE funding - RA explained the process. Information is available in the Governors drive. RA suggested that if there are any questions, these can be raised at the next FGB. 2. Data from 24-25. Predictions for 2025-2026 are looking strong. Details are in the Governors folder. RA talked through the details. For each class the predictions folder gives more information. These will be reviewed at the end of March 2026. 3. Key areas from SDP 2025-2026. This will be discussed at the next FGB 	

	<p>4. Gifted and talented - focus provision for G & T pupils. Details are on the drive. A Governor asked how these children are identified and how a record is kept. AL explained the children are tracked and every term (half termly for Early reading). Gifted and talented children need to show greater depth across all the subjects. A Governor asked whether parents of gifted and talented would get a particular report. RA explained that they do not. Unlike SEND children, there is no particular register for gifted and talented children</p> <p>5. Eco - Activities and targets for the year - two children attended the meeting to talk to the group about what the ECO group are doing. They have an action plan. They explained that a visitor had come in to school to talk to the children about apple trees. Some money has been given to buy trees. Children have been working on de-carbonisation. They are also looking at how to make eco fun. There have been many new initiatives including changing milk deliveries to glass bottles, which are washed and recycled. A Governor asked the children some questions about their involvement and they were able to confidently respond</p>	
<p>9</p>	<p><u>Resources</u></p> <p>Finance update - The report was available to Governors before the meeting in the Governors folder. CG displayed the report on screen and explained some of the details.</p> <p>A contingency fund has been set up and this may allow for financial challenges with predicted reduced numbers of children in 2026/27</p> <p>There was general discussion around the management of funds and management of the needs of the school.</p>	
<p>10.</p>	<p><u>Policies</u></p> <p>All policies were available to Governors in the folders before the meeting.</p> <ul style="list-style-type: none"> ● Admissions policy. This needs to be sent out for public consultation with responses before 31 December 2025 and will be reviewed at the next FGB. ● Charging and remissions. There was general discussion regarding the policy. This was approved. ● Allergen and anaphylaxis policy. A Governor asked whether children know that they can't share food. School relies on 	

	<p>information sharing from parents and carers of any known allergies. The school holds an in-date anaphylaxis pen and all staff are aware of its location. The policy was approved.</p> <ul style="list-style-type: none">● Data protection. This was approved.● Single Equality. There was good discussion among the FGB particularly about demographics and the challenges in a rural school of explaining multi-cultural Britain. The policy was approved.● Financial procedures. This was approved.● Time Off for dependents. This was approved.	
	<p>Following a closing prayer from Andy McAney, the meeting ended at 15.15</p>	

Next meeting Monday 26 January 2026 at 1.00 p.m. in school

Minutes agreed 26 January 2026



Suzie Mutch, Chair of Governors