



**MAYFIELD PRIMARY SCHOOL**

**Meeting of the Full Governing Body**

**Thursday 25<sup>th</sup> April 2024 at 6.00pm**

**Attendance**

Sarah Stepney (Head)	✓	Ann Nicholls	✓
Anna Chaudhri (Chair)	AA	Andrew Monteath	✓
Stephen Atkinson	✓	Serin Dabb	✓
Alison Cox	✓	Eugene Krasnikov	✓
Patrick Gosling	✓	Solma Erfan	AA
Ciara Murray	✓	Rehana Kousar	
Graeme Cooper	✓	Will Taylor	✓
Jack Rudin	✓	Guilherme Zulke-O'Connor	✓
Louise O'Gorman (Clerk)	✓		
<b>Associate Members (no rights to vote.)</b>			
Kate Challis	✓		

Actions are highlighted in **RED**.

<b>1</b>	<p><b><u>APOLOGIES AND DECLARATION OF INTEREST</u></b></p> <p>Anna was not able to attend this meeting. In her absence, Andrew has offered to step in and Chair.</p> <p>Solma sent her apologies prior to the meeting, which were accepted.</p> <p>There were no interests to declare.</p>	<b><u>Action</u></b>
<b>2</b>	<p><b><u>MINUTES OF THE LAST MEETING AND MATTERS ARISING</u></b></p> <p>The minutes from the last meeting on the 28<sup>th</sup> February were circulated with the agenda for the GB's approval. These minutes were put together by Anna as Louise was unwell and absent from the meeting.</p> <p>The minutes were approved as they were, with the addition of Will being in attendance.</p> <p>A third member is required for the redundancy panel, for the week of the 13<sup>th</sup> May. Jack may be able to attend if no other governor is available.</p> <p>EPM have advised on the length of the meeting being no more than 1.5 hours.</p>	

**APPROVE BUDGET, DEFICIT BUDGET APPLICATION AND CASH FLOW LOAN**

**Budget 2024/2025**

The Resources committee met at the beginning of the week and agreed to the budget presented to them. The budget now needs to be agreed by the FGB.

Kate gave a summary of the notes that were made on the budget.

Our revenue carryforward from 2023/24 is £16,146 of which £16,102 is reserved in ringfenced pots, leaving a surplus of £44.

The budget for 2024/25 has a year end deficit of £74,648.

This includes the costs of LSM redundancies to be made on 31 August – the full savings from these redundancies will not be realised until the following budget year.

Over the three year period of this budget the situation is forecast to improve with an in-year surplus of £40,673 in 2025/26, reducing the deficit to -£33,974.

In 2026/27 the in-year surplus is forecast to be £36,086 restoring us to a positive balance of £2,111.

Out of class teaching staff will be spending time in class from September.

Cost of living pay rises are set by SBS at 3%.

It was commented that everything discussed previous to the budget being set, has been implemented and cuts have been made across the board where needed.

Some teachers on temporary contracts will not be returning in September the equivalent hours to 1 fulltime member of teaching staff.

LSM hours have been reduced by 147.

Despite all the contact with County regarding the situation with SEN, funding and placements, there has been no resolve, other than our presence being known, and us being more familiar to them. The overall funding has not been increased, but is due to be assessed.

The local MP agrees with our argument and is supporting fair funding for schools.

Q. Many parents of local schools are not happy because their child did not get into Chesterton Community College. Would putting the word out there that we are a feeder school for Chesterton work in our favor?

A. Possibly. It is something that was mentioned at the Resources meeting. We have been full in both Years 5 and 6 since September, with no movement and a growing waiting list.

The morale of staff is said to be more settled than during the consultation process, but some are worried about the workload from September.

Teachers have been informed about where they are next year and are pleased with where they have been placed. They are looking forward to next year.

	<p>Q. How do you feel about the workload?  A. We are looking at it as a chance to double up and cover more areas, and experience more – a chance to see the school from a different perspective.</p> <p>The aims on the SDP are being adapted to work with the staffing changes.</p> <p>The Full Governing Body approved the budget for 2024/2025 unanimously.</p> <p><b><u>Deficit Budget License</u></b>  This paperwork was presented at the Resources Committee meeting at the beginning of the week. The figures are lifted from the budget.</p> <p>The Full Governing Body approved the Deficit Budget License unanimously.</p> <p><b><u>Cash Flow Loan</u></b>  Another Cash Flow Loan is required to cover times throughout the year when the school is waiting for funding to come in.</p> <p>The amount previously applied for was £20k and was repaid in March.</p> <p>This year the school are asking for a maximum of £50k to be approved. Less may be required (which was the case with the previous loan.)</p> <p>The Full Governing Body approved the Cash Flow Loan up to £50K unanimously.</p> <p>Kate thanked for her hard work at such a difficult time.</p> <p>(Kate left the meeting,)</p>	
4	<p><b><u>GOVERNOR ISSUES</u></b></p> <p><b><u>Redundancy Panel</u></b>  This item was discussed and resolved earlier in the meeting.</p> <p>Andrew opened the floor to any comments or concerns the governors may wish to raise.</p> <ul style="list-style-type: none"> <li>• A Fire drill took place in the week without error. Before the exercise a child was ‘hidden’ with Mr Atkinson and the member of staff working with him. This absence was identified by the class teacher.</li> <li>• A governor’s child has expressed how happy she is with the teaching at Mayfield.</li> <li>• A music performance in the week was exceptional, and thoroughly enjoyable.</li> <li>• There are a number of new after school clubs this term. Numbers do need to be encouraged for Tag Rugby on a Tuesday, but the other clubs are very successful.</li> </ul>	

5	<p><b><u>HEADTEACHER'S REPORT</u></b></p> <p>Sarah gave a verbal report:</p> <ul style="list-style-type: none"> <li>• Assessment preparations are being made for SATS. Some governors have volunteered their time to invigilate, which is deeply appreciated, and a number of rooms are required for children with additional time or arrangements.</li> <li>• Phonics checks and Y4 Multiplication Tables checks will be completed after half term.</li> <li>• Writing assessments are underway and improvements are being noted, throughout the school.</li> <li>• The new Positive Behaviour Policy is being implemented and received well.</li> <li>• There are lots of opportunities for personal development with a variety of sports events taking place throughout the school, and tournaments at other school. A problem with having trips of this nature is having the adults to accompany the children at tournaments. We may have to start asking parents to volunteer for such events.</li> <li>• Some members of Year 6 are taking part in a Maths masterclass at Chesterton Community College.</li> <li>• Year 5 are practicing for their performance of Alice in Wonderland.</li> <li>• Helena and Ciara have returned from mat leave.</li> <li>• Some EHCPs are being applied for.</li> </ul>	
6	<p><b><u>SEND REPORT</u></b></p> <p>Numbers of children with EHCPs have increased, and more people are approaching the school exploring placements. The Inclusion Team are saying no to new pupils with EHCPs at the moment, and recommending specialized provision.</p> <p>6 EHCPs have been applied for since the last report. These children are already in school and being supported so this will hopefully be additional much needed funding.</p> <p>Early support is how a child is accessed until they are 5 years old. Identifying a child's needs earlier, decreases the need of action further down being needed the school.</p> <p>Some parents can be defensive and feel their child does not have any needs. We support their opinion and will work on building a relationship with the parents. They often come around as they start to notice traits at home. This process allows the parent to build a trust in the school.</p> <p>Speech and Language needs are being identified by children in reception earlier on, and support is in place to help them.</p>	

	The Inclusion Team have applied for one child currently in school with medical needs to have 2 to 1 support.	
7	<p><b><u>SAFEGUARDING</u></b></p> <p>Alison completed a visit on the Single Central Record not long ago, and will be completing another later this term.</p> <p>Alison will discuss some issues with Sarah.</p> <p>DSLs continue to meet once a week and discuss any issues.</p> <p>Attendance is being looked into. Overall attendance is good, but a particular group of children are being monitored and the parents spoken to. Many families are taking extended holidays coming into the new term.</p>	
8	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>The school continues to approach the LA regarding cuts and funding. Graeme will be contacting Daniel Zeichner regarding the matter also. We cannot let the matter rest.</p> <p>Sarah will be talking to primary heads about schools not welcoming children with SEN.</p>	

The meeting closed at **7pm**

The next meeting of the Full GB will be on Tuesday 4<sup>th</sup> June **at 6pm**.