



## MAYFIELD PRIMARY SCHOOL

### Meeting of the Full Governing Body

Thursday 1<sup>st</sup> May 2025 at 6.00pm

#### Attendance

Sarah Stepney (Head)	✓	Ann Nicholls	✓
Anna Chaudhri (Chair)	✓	Andrew Monteath	✓
Stephen Atkinson	✓	Serin Dabb	AA
Alison Cox	✓	Eugene Krasnikov	✓
Patrick Gosling	✓	Rehana Kousar	NA
Ciara Murray	✓	Will Taylor	✓
Graeme Cooper	✓	Ellie Taylor	✓
Jack Rudin	AL	Rachel Biltcliffe	✓
Louise O'Gorman (Clerk)	✓	Aylin Ertig Usug	AL

Actions are highlighted in **RED**.

1	<p><b><u>APOLOGIES AND DECLARATION OF INTEREST</u></b></p> <p>Serin sent her apologies for the meeting which were accepted.</p> <p>There were no interests to declare.</p>	<b><u>Action</u></b>
2	<p><b><u>MINUTES OF THE LAST MEETING AND MATTERS ARISING</u></b></p> <p>The minutes from the last meeting of 26<sup>th</sup> February were distributed with the agenda and discussed.</p> <p>All actions outstanding were included in the agenda.</p> <p>The latest total for the PTA All Aboard fundraising campaign is £14K. This is a great start towards the overall amount, and they are set to go beyond their target for this school year.</p> <p>The Mayfield Fun Run is on 18<sup>th</sup> May. Governors were invited to join or come along and support the PTA.</p>	

3.	<p><b><u>APPROVE BUDGET, DEFICIT BUDGET AND CASH FLOW LOAN</u></b></p> <p>(Jack arrived to the meeting)</p> <p>The Resources committee met on Monday to discuss the school budget for 2025/2026. They approved the budget as it is and agreed for it to go the FGB for final approval.</p> <p>Andrew gave an overview of the budget and the forecast for the next 3 years.</p> <p>Kate had produced notes for the budget which summarized:</p> <p>The revenue deficit from 2024/25 is -£133,807.</p> <p>The budget for 2025/26 has a year-end deficit of -£130,960.</p> <p>Over the three year period of this budget the situation is forecast to improve with an in-year surplus of £72,400 in 2026/27, reducing the deficit to -£58,560. In 2027/28 the in-year surplus is forecast to be £71,418 restoring us to a positive balance of £12,858.</p> <p>The main reason for a deficit is due to the number of EHCP children in the school and the shortfall in funding to support the numbers.</p> <p>Cutbacks have been made in all areas of the budget, where possible.</p> <p>The LA has not reimbursed the full cost of redundancies they insisted were made last year.</p> <p>(Aylin arrived)</p> <p>Andrew made reference to a podcast on school funding which highlighted the deficit in schools nationally, with particular reference to the crisis in high-needs funding.</p> <p>Reception Intake 2025 is currently full which is encouraging however, it is not yet known how many EHCPs will be coming in.</p> <p>The cashflow forecast is set to be at its worst, £190K, in the critical months of October and early spring.</p> <p>There was questioning around whether some matters were a cashflow issue or a deficit issues, and the wording on the application for a cash flow advance.</p> <p>Kate will be asked to change the wording on the application, to express the timings of the funding. Anna will speak to Kate about this.</p> <p>At this meeting there are 3 things the FGB need to approve:</p> <ul style="list-style-type: none"> <li>• The budget for 2025/ 2026</li> <li>• Application for a Deficit License</li> <li>• Approve the cashflow loan</li> </ul> <p>Q. What are the financial support groups mentioned in the paperwork, and how can they help us?</p>	Anna, Kate
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	<p>A. The school has sought advice from the LA's Financial Advisors on what can be done to improve the budget. Last year they were not very helpful – they advised us to make redundancies, which in all were not required and cost the school more than they saved. They were consulted again this year and it was agreed that every cutback that could be made, has been made and our projections and assumptions were realistic.</p> <p>The governors approved the budget presented to them for 2025/2026 in a unanimous vote. They also approved the Application for a Deficit Licence.</p> <p>The cash flow loan application for £190,00 was approved by the Full Governing Body unanimously.</p>	
3	<p><b><u>GOVERNOR ISSUES</u></b></p> <p><b>New Governor</b>  Anna met with a prospective governor and showed her around the school. Unfortunately, Kate Webb could not attend the meeting, however was happy for the Governors to discuss her place on the Governing Body as a Co-Opted Governor. Kate came to us following a move from Warwickshire and is a former Headteacher, and SENDCO with experience in academies and LA schools.</p> <p>It was proposed to elect Kate as a Co-Opted Governor. The FGB voted unanimously in favour.</p> <p><b>New Chair</b>  The Standing Orders were consulted for the agreed process of electing a new Chair.</p> <p>Anna wishes to stand down as Chair and has mentioned this at previous meetings. She would be happy to be Vice Chair for a time, and shadow / provide support to the new elected Chair., to ensure good continuity.</p> <p>The governors were asked to come forward and nominate by the next meeting of the FGB, to Louise. So far Jack has been the only governor to express an interest in taking on the role.</p> <p>A vote will take place at the next Full Governors Meeting.</p> <p>The role of the Chair has become more onerous h in recent years with more complaints and other, often legal, issues to be dealt with. It was suggested that some of these issues could be delegated among the FGB to ease the pressure on the Chair. Unfortunately, a number of issues require at least the initial response of the Chair but Anna commented that governors have stepped forward to form panels and deal with a number of complex problems this year.</p> <p>The role of the GB is to see that the school is following agreed and compliant policy, which in the case of a complaint or exclusions, requires an in-depth review, which takes up a lot of time and dedication.</p> <p>There was some discussion on the implications of a recent event and what the outcome will be. It concerns an EHCP child and the inclusion policy of the school. Adjustments can be made but these must be reasonable and the governors agree that the school does follow policy closely. Financial reasons cannot be used as a reason not to follow policy.</p>	

7	<p><b><u>SAFEGUARDING</u></b></p> <p>The school imposed a recent suspension which led to complaints from the parent. The incident which led to the suspension revolved around a child who climbs. In this case they climbed a tree. Staff asked them to come down but the child refused, which led to another child and members of staff getting hurt from his actions.</p> <p>Anna stated that she believes the school cannot tolerate the risk of any child being allowed to climb the trees in the grounds. These are numerous and mainly very mature trees and the danger to a child of falling and causing serious or even fatal injury is too great. No children are allowed to climb the trees. In the case of the particular child, he is supported by an EHCP which insists that he needs to climb but all governors agreed that the danger outweighs the risk assessments that have been made. The child in question has no sense of danger and is at risk of very serious injury or worse if he climbs high in the trees. Advice from the LA has not been helpful, ranging from cutting all the lower branches of all the trees to saying that staff should not restrain as, when the child climbs into the tree he is not in danger. It is only when he is out of reach, climbing to higher and thinner branches that he is.</p> <p>The Governors agreed that the trees should be out of bounds to all children in the school and <b>Anna will write to the LA to say that this is our considered opinion, based on our statutory duty of care to all in the school.</b></p>	Anna
4	<p><b><u>ACADEMISATION UPDATE</u></b></p> <p>Anna gave an update on the research into Mayfield joining an Academy Trust.</p> <p>Saffron Academy Trust will not accept a school with a deficit budget.</p> <p>Cam Trust has been unable to agree a date for a visit, which does not give a good impression of willingness to take things forward.</p> <p>Eastern Learning Alliance – Anna met with the Chair of Trustees of the Alliance, who was delighted Mayfield were interested. However, they are cautious as they have been in this process before and the primary school backed out at the last minute. The risk is that we do not want to lose a good relationship with Chesterton Community College.</p> <p>Anna would like to suggest that someone from the academy trust come to look at the finances of Mayfield. We would need to show that our deficit is improvable. The academy trust have expressed an interest in speaking to the GB. Anna proposed an extraordinary meeting with the academy trust and will suggest some dates. Anyone unable to make the meeting can forward questions they would like to be asked. From this meeting the FGB can make an informed choice.</p> <p>Sarah and Kate have met with Chris Butler, Head of a primary school in the Trust and were impressed by his response.</p> <p>By containing our budget we have kept the option open to join an academy trust.</p> <p>Some actions and questions suggested were:</p>	

	<ul style="list-style-type: none"> <li>Finding out what the Trust are worried about concerning a primary school joining them.</li> <li>What would be the implications for staff – from the point of view from the academy trust. Staff have concerns that their contract would change.</li> <li>What is the financial stability of the Trust?</li> <li>Look at reports of the schools. Comparing the schools and how they differ?</li> </ul> <p>(Rachel and Andrew left the meeting)</p>	
5	<p><b><u>HEADTEACHER REPORT</u></b></p> <p>Considering the time at this point, Sarah and Ciara could not discuss their items in depth, and just highlighted key points.</p>	
6	<p><b><u>SEND REPORT</u></b></p> <p>An SEN Audit was undertaken by County who were interested to see what areas we could improve on in terms of an Ofsted visit. They were very impressed with the processes used at Mayfield and gave a glowing report.</p> <p>Some areas for improvement were identified.</p> <p>Patrick who was present at the audit will complete a monitoring report on the visit and comment on this at the next meeting. Louise will add this item to the agenda of the next meeting.</p>	Patrick and Louise
8.	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>There was no other business to discuss.</p>	

The meeting closed at 8.10pm

The next meeting of the Full GB will be on Tuesday 3<sup>rd</sup> June **at 6pm.**