



MAYFIELD PRIMARY SCHOOL

Meeting of the Full Governing Body

Thursday 20th November 2025 at 6.00pm

Attendance

Sarah Stepney (Head)	✓	Ann Nicholls	✓
Jack Rudin (Chair)	✓	Andrew Monteath	✓
Anna Chaudhri (Vice Chair)	✓	Serin Dabb	✓
Stephen Atkinson	AA	Eugene Krasnikov	✓
Alison Cox	✓	Will Taylor	✓
Patrick Gosling	✓	Rachel Biltcliffe	AA
Ciara Murray	✓	Kate Webb	✓
Graeme Cooper	✓	Aylin Ertik Usug	AL
Ellie Taylor	AA	Louise O’Gorman (Clerk)	✓
Associate Members (no rights to vote.)			
Kate Challis	---		

Actions are highlighted in **RED**.

All governors were sent the following documents ahead of the meeting for their consideration:

- Consultation process report
- Due diligence record
- Review of 2024/2025 ELA accounts
- Letter from the NEU representative

	<u>APOLOGIES AND DECLARATION OF INTEREST</u>	<u>Action</u>
1	<p>Apologies were received and accepted from Rachel, Stephen and Ellie who could not attend the meeting.</p> <p>There were no interests to declare.</p>	

Signature _____

Date _____

2	<p><u>DUE DILIGENCE UPDATE</u></p> <p>Anna informed the governors that several meetings have taken place regarding due diligence. Mayfield and the ELA both have their due diligence to complete.</p> <p>Anna shared the due diligence activities carried out so far and the report was shared with governors. Governors are asked to provide any comments or feedback.</p> <p>As part of this process ELA and Mayfield held a meeting to review each other's finances. Graeme has been, and will continue to review ELAs finance throughout the process.</p> <p>Mayfield deficit has risen by £85K since the start of the school year. This may affect the ELA willingness to accept Mayfield into the academy trust. It also means that Mayfield will need to set a budget to bring us back to a balanced budget over the next 3 years which will lead to difficult decisions. This money is in large part due to money that is owed to the school by the Local Authority. The Local Authority continues to delay some decisions on EHCPs for months beyond the 20-week deadline. Ciara has been chasing them on this, and we have no powers to accelerate this process. There is no consequence to the Local Authority when they miss the deadline. We will press them to backdate all payments as there has been a precedent for this in the past.</p> <p>Graeme commented on the financial report he sent out to governors earlier in the day. He highlighted that the ELA do have enough reserves to cover our deficit.</p> <p>Anna will keep the report updated and let the governors have access to the report as it is updated.</p>	
3	<p><u>REVIEW OF CONSULTATION FEEDBACK</u></p> <p>Anna produced a report of the contributions and comments received on the consultation website until the 16th November. The reports also included notes from the consultation meetings held in person and all information and communications shared with parents, staff and others during the process.</p> <p>Contributions were welcomed to the consultation website until the 16th of November. A large number of questions were submitted in the last few days of the consultation.</p> <p>Anna has prepared documentation and summaries of the questions and comments. The full text is available to any governors who would like to read it all.</p> <p>After the consultation was closed we received a letter from the NEU rep which was circulated to all governors before the meeting. Responses to the questions raised in this letter were agreed at the meeting.</p>	

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	<p>The NEU rep requested that a vote of all staff and parents is held and that the consultation be reopened and extended. The GB were consulted and did not agree to this.</p> <p>All notes from the parent consultation meetings have been posted on the consultation website, which is still open for people to visit. The notes from the staff consultation meeting have not been posted on the website but have been distributed to all staff.</p> <p>Anna summarised the contributions verbally Some key points raised at the staff meetings were</p> <ul style="list-style-type: none"> • Questions about maintaining existing terms and conditions of employment • Questions about changes in likelihood of employment security • Question about the timing of the move and if the decision could be delayed • Questions about whether we would need to change our curriculum <p>Some Key points from the Parents meetings were.</p> <ul style="list-style-type: none"> • Approval of closer links with Chesterton Community College • Questions about governance and leadership of the trust • Keen for the DSC to remain at Mayfield • An understanding of the pros and cons of joining a trusts • An appreciation this is a strategic decision for the long term future of the school <p>The due diligence process continues, and Mayfield will not become part of the ELA unless this is successfully completed.</p>	
4	<p><u>VOTE ON WHETHER TO CONTINUE WITH THE ACADEMISATION PROCESS</u></p> <p>The governors voted anonymously on whether they wish to continue the process of the school joining the ELA.</p> <p>The vote approved the decision to continue with due diligence towards academisation.</p> <p>The governors will inform the school community about this and send letters to the staff and parents and post an update on the school website.</p>	
5	<p><u>SCHOOL BUDGET RESTRICTIONS</u></p> <p>In the most recent month end figures Mayfield's deficit has risen by £85,000 . This is largely driven by unpaid EHCP funding. An increasing deficit will lead to challenging decisions about how we recover the deficit over the next 3 years. This is true irrespective of whether Mayfield joins the ELA.</p>	

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	<p>The governors were asked to vote to restrict the school's ability to make any expenditure that is not already budgeted for. This will present challenges for the school if we are asked to take any more students that have additional needs if their additional needs are not funded. However, the alternative is likely to be even more challenging cuts later in the year.</p> <p>The governors discussed expenses which may not have been considered in the budget currently. Staff sickness is covered to a certain extent under insurance.</p> <p>An EHCP child entering the school would be a cost not yet accounted for, and the Inclusion team do try to highlight to the LA when it is proposed they join Mayfield, that the school cannot meet the need of further EHCPs unless they are fully funded.</p> <p>The governors voted that there should be no expenditure outside the already budgeted items, without approval from the Chair of the Resources committee the Chair of Governors and the Vice chair of Governors. .</p>	
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Meeting closed at 8.00pm.

The next Full Governing Body meeting will be on **Tuesday 13th January 2026 at 6pm**

Signature _____

Date _____