



MAYFIELD PRIMARY SCHOOL

Meeting of the Full Governing Body

Thursday 30th April 2026 at 6.00pm

Attendance

Sarah Stepney (Head)	✓	Ann Nicholls	✓
Jack Rudin (Chair)	AA	Andrew Monteath	✓
Anna Chaudhri (Vice Chair)	✓	Serin Dabb	✓
Stephen Atkinson	✓	Eugene Krasnikov	AA
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)	✓
Katie Smith	✓		
Associate Members (no rights to vote)			
Kate Challis	---		

Actions are highlighted in **RED**.

1	<p><u>APOLOGIES AND DECLARATION OF INTEREST</u></p> <p>Apologies were received and accepted from Jack, Ellie, Eugene and Rachel. In Jack’s absence Anna is stepping up and chairing the meeting.</p>	<u>Action</u>
2	<p><u>MINUTES OF THE LAST MEETING AND MATTERS ARISING</u></p> <p>The minutes from the 12.3.26 were distributed for approval. Changes that had been made from the clerk's minutes were shown in green and needed to be approved by the GB.</p> <p>Actions Liability in the school grounds - The school needs to make parents aware of their liability for their children after school hours, while using the school grounds. The</p>	

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	<p>KS2 trim trail is currently closed as cracks have started to appear in the wood beams. Also, the metal spinning seat gets very hot in the sun, and a canopy is being looked into. If the equipment is defective the school is liable. A risk assessment has been completed on the new equipment, and all equipment is regularly checked to be in line with health and safety standards.</p> <p>The trim trail is automatically included in the school's insurance.</p> <p>The Salaries Committee Terms of Reference have not yet been discussed.</p> <p>The minutes were approved with the amendments. Louise will complete these amendments for them to be signed by Jack.</p>	
3	<p><u>GOVERNOR ISSUES</u></p> <p>New Governor At the meeting we had a new parent governor in attendance. Katie Smith has a son in year 3. She runs a company that focuses on girls' education in Africa, and she does a lot of work with company boards. Katie has joined the GB following an invitation for parent governor nominations which concluded in March. She will join the PWL committee. The governors introduced themselves.</p> <p>Grievance Policy This policy has been agreed by the Personnel Committee and needs to also be approved by the FGB.</p> <p>A governor queried point 5 - Right to be accompanied, whether the chosen companion must be a union rep or workplace colleague as stated. Can it be anyone else as has been previously? It was agreed that a reasonable representative will be accepted but the policy wording did not need to be changed.</p> <p>The policy was approved.</p> <p>Absconding Policy Ciara drew up the policy after looking at local school policies.</p> <p>It was suggested to add a point to scenarios, saying the office can provide a child's address.</p> <p>It was felt the section with the scenarios needed reordering to clarify the difference between the scenarios and the actions.</p> <p>Q. How many adults can go out after a child? A. Police advise a minimum of 2 people to follow at a distance.</p> <p>The amended policy will be reviewed for approval by PWL. This committee will add it to their policy schedule for annual approval.</p> <p>(Aylin joined)</p> <p>Louise and Ciara to draw up the amendments and take to PWL on the 7th May.</p>	<p>Louise and Ciara</p>

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	<p>ECT Induction Policy The policy has been looked at by Personnel and brought to the FGB for approval. A word needed to be changed in Item 4.4 - change 'process' to 'progress.'</p> <p>With this amendment the policy was approved.</p>	
7	<p><u>HEAD'S REPORT</u></p> <p>Sarah gave a verbal report to the governors:</p> <ul style="list-style-type: none"> • A centralised Teams folder has been created and is being used for planning, allowing all teachers access to class plans. • Achievements – the pink folders have been handed in by teachers highlighting the children's progress. • Attendance is looking good, sitting at 96% • Local visits have happened and sports events are taking place. Y6 visited had a funded science trip where they got to split DNA. • Y5 are preparing for their performance. • Rachel Schofield (the School Improvement Advisor) has met with some teachers about outcomes and the new Ofsted framework. <p>Sarah briefly spoke about the new framework. Staff will be trained on this in September and Louise will look up some training for governors on it.</p> <ul style="list-style-type: none"> • Discipline – behaviour overall has been good with only some minor issues as to be expected. The most challenging behaviour is often seen in Year 1. Systems are in place for when children are not managing in the classroom. 	Louise
8	<p><u>SAFEGUARDING</u></p> <p>There were no concerns to be brought up.</p>	
6	<p><u>ACADEMISATION UPDATE</u></p> <p>The Equality Impact Assessment was distributed to the GB by Anna in an email at the end of last term. It is a document that was submitted with the application to the DfE to become an academy.</p> <p>The application was submitted before the Easter holidays and matters are being dealt with by senior members of the DfE. A decision will be made, and if it is in favour of Mayfield joining ELA, it will be some five months until academization takes effect.</p> <p>It has been posted on the website that we are applying for academisation, to make people aware in the wider community. There have not been any responses received so far.</p> <p>Due diligence is ongoing and much has already been completed.</p>	

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4

APPROVE BUDGET, DEFICIT BUDGET APPLICATION AND CASH FLOW LOAN

The GB needs to approve the budget for the current financial year, 2026/2027. On Monday the Resources Committee met and had the proposed budget presented to them. Amendments were made to the budget and the amended version was recommended to the FGB for approval.

The deficit carry forward from 2025/26 was -£153,247 which was around £23k more than the original budget but £30k better than previously forecast largely due to savings in the maintenance budget and cautious forecasting in other areas.

The Resources Committee asked Kate to remove the anticipated EHCP funding from the proposed budget. The LA recommends it is taken out as the funding is not being received in a timely manner. They now advise not to put the funding in a budget until it is received.

The budget analysis was presented to the FGB with the anticipated EHCP funding and without. It was not clear that the Resources Committee had agreed how to proceed.

The school is aware of 3 pending EHCPs coming into Reception in September, and staff will be required to support their needs.

The Resources Committee decided the French teacher will not be redeployed to Year 1. They agreed to employ a teacher 1 day a week so that Sarah does not need to be in class.

They also agreed that the new Senior Midday Supervisor is paid an additional 15 minutes to ensure good handover.

It was commented that the Resources Committee did not take a vote on the budget, but the two decisions above were agreed.

All schools are to receive funding to help with inclusion. This is the Inclusion Mainstream Fund (IMF) which Mayfield will receive at the rate of £20k a year for 3 years.

Sarah raised the matter of how the £20k may be spent to support our children, as the expenditure is not included in the budget being presented to the FGB at this meeting.

- Sarah had concerns that LSMs who are due to cover PPA may resign due to uncertainties arising from redundancies
- The money should be used to support the children.

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- She stated that 'research shows that redundancies create problems and do not solve them.'
- Everyone is stretching beyond their job role to meet needs as we are.
- As a school we need to show how we are using Inclusive Mainstream Grant Fund (IMG)
- We need to consider the EHCPs that are pending.
- Support staff are covering teachers PPA which is affecting the support the children receive.
- We need to ensure we are at ratio at break and lunch time.

Sarah confided that the conversation was difficult at the meeting on Monday. It was a challenging meeting and felt that further discussion was needed regarding the budget particularly in reference to the IMF Grant.

There is concern over figures from previous years where an increase of deficit was seen due to anticipated EHCP funding.

Sarah continued by saying the budget has been thoroughly reviewed and significant cuts have been made. Our pending EHCPs have been assessed and there is no reason for them not to go through, so they should be kept in the budget.

A letter has been sent from Unison with concerns and questions from staff. The letter is 4 pages long.

The proposed White Paper implies that in future years it may become more difficult to get funding for EHCPs. Mayfield have always received their EHCP funding - although it may be late in being received or if when the funding starts when the child has already left then no money is paid. The White Paper is still only a proposal, and the government have said that they are not taking away funding for current EHCPs.

Q. Has it not been agreed that we would not re-recruit until we receive another 3 EHCPs funding? The 20k should be used to retain the LSMs that we have.

Some governors felt it was not appropriate to change a budget after it had been submitted to the DfE for the application to join a MAT.

Q. Outside of the school who will scrutinise this decision?

A. ELA have seen our proposed budget, as have County and the DfE. The budget we sent to the DfE has the anticipated EHCP funding in.

Governors had different understanding of what had been said in meetings with County and financial advisors as to how anticipated EHCP funding should be treated. A governor suggested that when meetings happen with County, details

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<p>are documented to avoid confusion over what is said, and a summary of the meeting be made and emailed to County for them to approve and show that we have made a record, which they can disagree with if needed in order to avoid confusion.</p> <p>A member of the Resources Committee stated: We have a budget in deficit of £153k not the £200k+ we had expected. This is an improvement. We are improving our finances. We should not be a slave to what we have submitted, if additional funding comes through. This situation is beyond our control and changes should be made. We will still be able to recover from deficit in 3 years, which would be an achievement. This is a change of opinion from Monday's meeting.</p> <p>The Chair of the Resources Committee argued that they were not given enough notice of the suggested budget options prior to the Resources meeting. He was called in 2 working days before the committee met. He felt it was not acceptable for the school to thrust changes on the committee at short notice. Another governor noted that the school had only received the information recently.</p> <p>The proposed budget is based on the SEND model suggested by ELA and already used at Girton Glebe.</p> <p>Sarah proposed that the £20k IMF should be used to reduce the number of redundancies. Only 6 or 7 LSM hours would need to be made redundant.</p> <p>One governor commented that we are trying to do the best for the children and this can't be done standing still. The GB need to make a collective decision on how we move forward.</p> <p>A governor responded saying 'It is not easy as governors to make the best decisions. We are totally in support of the school, and our ways may seem harsh but if we slide further into deficit we cannot support the children we have. We have factors that impact us beyond our control. This is the 4th year we are in deficit. We should be asking ourselves how we pull that back. Looking at provision for SEN, a 60 hour reduction was agreed. That should be applied and we should not be backtracking. The DfE have been made aware that the budget year end April 2026 has improved. It is good that we are £34k less in debt and helpful that we have the additional funding. It should be spent in the agreed structure. It would be more appropriate to review again in a year.'</p> <p>Members of the Resources Committee proposed that of the 3 budget scenarios presented to the GB, the best option would be the one without the anticipated EHCP funding, keeping the PPA teacher and employing a teacher 1 day a week. The £20k will be absorbed by the EHCP funding we may not receive.</p>	
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A governor offered their opinion that the cuts that have been made were unwelcome but necessary. If you receive additional information you can revise the plan, and use the funding as required. Use the 20k to reduce the redundancies.

Further comments included:

- I feel we need to hold firm for 6 months and see what happens.
- It is impressive how the school will be turned around.
- We should not let fear of reputational damage take lead on this.

Sarah explained how the EHCP funding works. The school is experienced in knowing the level of funding expected. The money is spent on the support staff needed for those children and their targets. EHCP funding is spent according to the targets on the EHCP document. Ann and Ciara put together a provision map of how the funding is spent for the EHCP children.

The school has been conservative with the expected EHCP funding in the budget.

Anna went through the decisions made at the Resources Committee meeting, though no vote was made to agree them. The meeting was held online.

Some Resources Committee members felt that no clear decision was taken.

It was requested that the FGB receive a fourth budget with the £20k spend. Sarah explained that to use the £20k and avoid redundancies, we must include the pending EHCP funding otherwise we will show as being in deficit, and we cannot submit a deficit budget.

Anna reminded the GB that they should be voting on one of the 3 scenarios presented at this meeting. The GB was asked for a show on hands on whether they felt they can pass a budget tonight?

Only 3 governors felt they could.

Anna said she would go back to the Chair and discuss with him the best way forward. She asked what more information the GB felt was needed.

They requested a further budget showing, what it would look like using the IMF to reduce the number of redundancies and include the pending EHCP funding. Anna advised Governors to email Jack with their questions and concerns.

Anna requested it be minuted that she is not happy with the outcome of the meeting and that it was poor practice not to pass a budget and to go back on plans which the GB had agreed over several meetings.

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9	<u>ANY OTHER BUSINESS</u> No other business was discussed at the meeting.	
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Meeting closed at 8.45pm

The next Full Governing Body meeting will be an extraordinary meeting on **Wednesday 20th May 2026 at 6pm**

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Date _____