

P R E S E N T :-

Mr N Jackson (in the Chair)

Mrs S Daniels, Mrs E Everitt, Mrs S Fellows, Mr L Johnson, Mrs S Rix, Mrs V White, Mr P Wilkinson and Mr R Wood.

Also in attendance – Mrs L Wilson (School Business Manager).

Clerk to the Governing Board – Ms S Trulio.

425 **APOLOGIES**

Apologies for absence were received from Mrs F Ritson-Walton.

No apology had been received from Mrs C Turnbull.

426 **CONSENT FOR ABSENCE**

Governors agreed that whilst it would not be normal practice to give consent for absence when apologies had not been received, Mrs Turnbull was a new governor and may have been unaware of her requirement to attend this meeting.

RESOLVED: that consent be given to Mrs Ritson-Walton and Mrs Turnbull for their absence from this meeting.

427 **CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER URGENT BUSINESS**

RESOLVED: that no items be raised under any other urgent business.

428 **DECLARATION OF INTERESTS**

RESOLVED: that no declarations of interest were received on any item on the agenda.

429 **MINUTES**

RESOLVED: that the minutes of the meeting held on 21 October 2024 be confirmed and signed by the Chair.

430 **MATTERS ARISING FROM THE MINUTES**

RESOLVED: that there were no matters arising from the minutes.

431 **GOVERNOR ACTIONS**

RESOLVED: that all governor actions had been completed.

432 **BUDGET UPDATE**

A governor questioned why the Holiday Activity Fund (HAF) payments had been included under budget line E02 – Supply Teaching Staff. It was explained that the school received the money once per term however, they paid staff directly and therefore it was moved to a different pot. The money was there

on the income side but not the expenditure. The Headteacher added that the school were expecting an increase in supply cover as they were going through a period of increased staff illness. It was not an easy decision to make as it was costly and the quality of staff could sometimes not be what school was used to. **A governor enquired whether the school ever accrued costs associated with revenue received in relation to staff illness.** It was advised that it was not possible to foresee illness so it was difficult to know what to put in the budget to accommodate this. The budget was reviewed once per year after being set in April so there were opportunities to make tweaks. The school did consider the costs from the previous year to help estimate the potential costs and could accommodate if they were aware that someone was going to be off long term. The Headteacher highlighted that the school tracked pupil absence but did not track staff absence and that they could start doing this and presenting the information to governors. The School Business Manager noted that the school could not claim on insurance until the third day of absence so if staff were off for less than that time, this was a hit the school would take cost wise. **A governor asked why the school did not claim from the first day.** It was explained that they had chosen not to because the increase in the premium was too high. **A governor questioned whether the school were still not bringing in supply teaching assistants (TA).** It was explained that this would only be done if completely necessary such as in the iPod however, the school did try to cover as best they could in house. The downside of this could be staff morale as it could be a lot of additional pressure on them. The school were continuing to remind staff that there would no longer be class TAs and also that any fixed term contracts would soon be coming to an end. The Headteacher shared that she would like to create working groups for TAs with pupils from different year groups of similar abilities, as this had been successful at other schools and was a better use of TAs time however, the school did not have many spare rooms.

A governor challenged the overspend on E22 – Administrative Supplies. The School Business Manager confirmed that this was due to printing costs. The school had now changed the settings on the printer to remove the direct print option and change to private print, meaning that staff now had to physically go to the printer to print as it was often the case that things got printed multiple times because staff forgot they had printed something. The school were hoping to see some savings as a result of this. **A governor enquired whether staff had a limit on colour printing.** It was advised that they did not at the moment however, it was something the school planned to introduce. **A governor asked whether the school could track who spent the most on printing.** It had not been possible previously however, it should be now that the settings had been changed. Governors suggested a review of IT equipment and creating a five year plan for refreshing equipment. The Headteacher advised that there was a plan in place however, it was only a loose plan. **A governor noted that all staff had a desktop and enquired whether they could access the drive from their own devices at home.** The school were moving to One Drive and had considered moving from desktops to laptops as it would be more efficient moving forward.

- RESOLVED:
- a) that the budget update be received;
 - b) that the Headteacher create a tracker for staff absence to share with governors;
 - c) that staff be set a limit for colour printing.

433

PUPIL PREMIUM

The Inclusion team looked after Pupil Premium (PP) pupils and made sure they had an active intervention plan, if they were not already on the Special Educational Needs and/or Disabilities (SEND) register. There was a high

correlation between PP pupils and SEND as so many of them also had an Education, Health and Care Plan (EHCP). Mr Johnson advised that each pupil had their intervention plan but there were also pupil progress meetings which helped to track their progress and to make any necessary changes that may be required. The school were able to see how each pupils had progressed and adjust their interventions to accommodate this.

A governor enquired whether SMART targets were now in place for all pupils as outlined in the strategy document. This was confirmed. At parents evening, it would be discussed with parents in more detail. Governors noted that the “plan, do, review” steps needed to be clear. **A governor challenged what very good progress looked like for EHCP and PP pupils if they were not working at age related expectations (ARE).** Mr Johnson explained that each pupil had an outcome based on 10-12 objectives and the school could look at the strengths and areas of need for each pupils. It would also be clear if they had intervention from external services and had access to any other plans in place. This allowed a review schedule to be created. Annual reviews also continued as well as Team Around the Family (TAF) meetings where relevant. The school could confidently talk about each and every pupil in specific detail.

Visits were paid for so no pupil missed out on residential and other school trips. A governor noted that there were some things that benefitted those pupils that could not be costed which included the nurturing environment and culture at the school. The threshold for PP was very low but families were still applying which was positive. Numbers given to the school were usually out of date because they were based on the previous census so any families that qualified for PP after the census were not included in those. The Headteacher added that a lot of pupils joining the school in-year were also PP.

RESOLVED: that the Pupil Premium report be received.

434

TEACHERS PAY POLICY

Governors discussed the changes to the policy and felt that they were not fair on staff who worked significantly harder than others, because the new policy now meant that everyone would get their pay rise, regardless of how hard they worked.

RESOLVED: that the Teacher's Pay Policy recommended to the full governing board for approval.

435

BUILDING UPDATE

It was advised that work should have commenced in February 2025 however, the school were now being told March 2025. The school had been given some screens to go around the learning hub, which they would be able to keep afterwards to separate the learning hub meaning there would be no need to use the Kids Club. **A governor queried whether the Kids Club still charged the school when they used it.** This was confirmed.

The contractors wanted to replace a roof in Ochre pod however, the Headteacher was not happy about this in the run up to Standard Assessment Tests (SATs) in May 2025. As a result of the leak from the underfloor heating in Year 2, the contractors were now proposing to decommission the underfloor heating and install radiators in each class. Governors noted that this would not be realistic as the walls in each classroom could not sustain radiators, some of them were even glass walls. The kitchen also needed work as it prepared food for five schools and this needed to be done during the summer 2025 break. The contractors had agreed to work with the school to make it manageable. The

Headteacher was confident that the school could work round the majority of building works however, she was concerned about the impact it would have throughout the school. **A governor enquired whether there was any additional support governors could provide.** It was advised that there was not at the moment. The school were disappointed that no additional monies were available however, they would make it work.

RESOLVED: that the building update be received.

436

RISK REGISTER

A governor questioned whether rating finance as the highest level of risk was reflective of the concern the school had for this risk. It was explained that it depended on when the budget was set in April 2025. Birth rates were low and pupil numbers were going down nationally. All areas within the local authority (LA) had undergone an area review and schools had been asked to make suggestions on how to tackle this however, no decisions had been made as yet. **A governor queried whether the school were likely to be asked to reduce to a 1.5 form entry.** It was a possibility but they were not at that point yet. The school were getting pupils in from other schools however, there were just not as many as there had been previously. **A governor enquired whether the impact of reducing numbers would still be classed as a risk level of five and the most significant risk.** This would be a focus for the budget meeting in April 2025.

Governors were advised that the running track currently had clay soil and disintegrated when wet. It was badly damaged in some areas. The school had obtained a quote for £11,000.00 to repair it and this could be taken out of capital funding however, there was a concern that it would fall apart again as it had only been redone in the last few years. **A governor challenged whether the school got £11,000.00 worth of use out of the track when it was in use.** This was confirmed, particularly when the weather was better but the school did use it all year round. **A governor questioned whether the school could request funding from Sports England.** It was advised that this may be possible. **A governor queried why the school did not just revert the track back to grass.** It was advised that the land was far too hard. Governors were invited to come and look at the track before making a decision on it.

The Headteacher shared that she had visited Mount Pleasant CE Junior School and Market Weighton Infant School and both used the Outdoor Play and Learning (OPAL) programme. They were unable to use their grassed areas on their sites and now did their outdoor play and learning all over the school site rather than on the grass. Inmans Primary School could look at OPAL however, they did not have the poor behaviour which was usually the catalyst. Mrs White noted that she had previously used OPAL at her school and she did not feel it was worth the money or the additional workload.

A lost key fob had been identified as a risk as there was no way to deactivate them. The school were looking into a new key fob system. They had considered a signing in system however, they were very costly.

Retention storage was also a risk. The school had a container however, they were not aware of exactly what was in there or what needed to be kept. The school were moving from a server to the cloud so there was also the option to scan documents and have dedicated storage on the cloud. The Headteacher and School Business Manager would look into the containers and how they could be best used.

- RESOLVED: a) that the Risk Register be received;
- b) that governors visit school to view the running track prior to making a decision on it;
- c) that the Headteacher and School Business Manager look into the containers and how they could be best used.

437 **REVIEW OF ACTIONS**

RESOLVED: that the Review of Actions be confirmed and circulated to governors following the meeting.

438 **NEXT MEETING**

RESOLVED: that the next meeting be held on Monday 19 May 2025 at 6.00pm.

NOTE: Mr Johnson left the meeting at this point.



Chair's Signature – 19 May 2025.