



**Hemingford Grey Primary School
Governing Body
Minutes of the Full Governing Body Meeting
Held on Teams on Tuesday 10th December 2024 at 6.30pm**

Present: Vanessa Allen (Chair, VA)
Danielle Gaynor (Head, DG)
Helen Peat (HP)
Kerry Caldicott (KC)
Nicola Murchie (NM)
Jasmin Ash (JA)
Amelia Beeley (Vice Chair, AB)
Jack Field (JJF)
Danielle Saunders (DS)
Marie Bonnot (Guest Staff Member, MB)
Jane Fabisz (JF)
Mark Kay (MK)
Carlie Huddleston (Clerk)

Apologies: Danielle Jermy (DJ) - Maternity Leave


Guest: Jo Guest (School Finance Manager, JG)

Clerk took minutes for this meeting


Item No.	Subject	Who	
1.	Welcome, apologies and absence The Chair welcomed everyone to the meeting. The Governors accepted apologies from DJ. Meeting was quorate.		
2.	Declarations of interest None		
3.	Any other business – None JG joined the meeting.		
4.	Finance Governors had received the budget monitoring report for month 8 and deficit recovery update ahead of the meeting.		

Signed..... *V. Allen* Date.....21/01/2025.....


	<p>The school position has improved since last month, staffing changes have had a positive effect. There is currently a predicted year end surplus in school the school budget. Governors can be cautiously optimistic that the school can end on breakeven given no further unforeseen expenditure.</p> <p>This month JG has reviewed cost predictions to make them more realistic on actual spend and year end position. Preschool budget position has slightly improved on last month overall there is improvement on the initial budget set position.</p> <p>Question: What does this mean then for the deficit licence measures that you'd collated and submitted? Will all those remain necessary? Because on an ongoing basis, we'll have to make those savings or what's the impact?</p> <p>Answer: That will be a question for the School Advisor (Gaynor Pope). I think even if we can finish this year as a breakeven, it will be a challenge to set a balanced budget for 25/26, therefore the deficit licence measures will remain. We need to know what the level of funding is for 25/26, this should be available in January.</p> <p>Question: Have we heard anything back from the local authority about the deficit licence submitted? Are we providing them with the reports that we are supposed to be?</p> <p>Answer: Each month we're providing the reports that we need to and by the deadlines. We weren't when they (Cams County Council) changed the reporting (and budget management) system and we didn't have access for a few months, but all schools would have been in the same position.</p>		
5.	<p>Broadband – procurement Governors were shared a comparison spreadsheet of broadband providers. Given the short notice provided to schools from the</p>		

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	<p>County Council there has not been time to engage independent advice on the exact service needed. The decision has had to be made with support from the schools current ICT service and the school local cluster group. A provider had to be appointed by the 29th November and the school have gone with the option supported by the ICT service as this ensures it meets all the safeguarding requirements. While more expensive it was decided it was better to be certain it would meet the safeguarding needs.</p> <p>Question: Are we tied in for a particular time period? Because I think from what you've said, it sounds like the best decision to go with what you're recommending. But I'm just wondering over time, as it comes towards the end of that period, whether as a cluster, it would be worth looking into getting in an independent expert to really look into this and see what the options are, because I'm a bit concerned that it's a decision made without all of the relevant knowledge. It's obviously the best decision you can make when you've only been given a short amount of time to deal with this.</p> <p>Answer: We have pulled on the expertise that we can from within the cluster schools as some of the cluster schools have Governors, for example, who are in the ICT business. They've given insight into what they think, and they've looked over the documentation and we've sought their opinion on what they can share with us to help support our decision. But I think you are absolutely right that we need independent advice in the future. In the future there will be more time to seek independent advice and a possible different provider.</p> <p>JG left the meeting.</p>		
6.	<p>Approval of meeting minutes 6.1 For approval: The minutes of the meeting held on 12th November 2024 - Approved</p>		

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	<p>6.2 For approval: The confidential minutes of the meeting held on 12th November 2024 - Approved</p> <p>6.3: Actions from the previous meeting and progress are recorded at the end of the minutes.</p>		
7.	<p>Headteacher report:</p> <p>Governors had received the head teachers report ahead of the meeting. DG encourage Governors to message with any extra content they would like on future reports. Governors liked the addition of details on the admissions numbers. Details on Pre-school were requested to be added. Overall, Governors felt the revised format and content was a good balance of detail and content.</p>		
8.	<p>Report from safeguarding link Governor – including monitoring SCR and safer recruitment.</p> <p>The monitoring report was shared. There were no questions asked by Governors.</p>		
9.	<p>Report from H&S committee</p> <p>The minutes of the meeting and H&S inspection report were shared ahead of the meeting.</p> <p>Concerns were raised around the grounds at the front of the school becoming overgrown. It was felt that solutions need to be explored to get a group in progress to get this area back to looking its best, for e.g. parent/carers and community volunteers, gardening club DG will consider this further.</p>		
10.	<p>Policies –</p> <p>10.1 Critical Incident Policy - Approved</p> <p>10.2 Equal Opportunities and Diversity Policy - Approved</p> <p>10.3 Induction Policy - Approved</p>		
11.	<p>Plan Governing Body update to parents / carers about work undertaken this term. Governors agreed to provide monthly updates</p>		

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	in the school newsletter including meeting content, monitoring and celebration assembly attendance. End of Autumn term update to be a couple of sentences from each governor about their work and impact.		
12.	GB training No updates to be shared this month.		
13.	Governor recruitment JJF has resigned as LA Governor with effect from the close of this meeting. Plans to advertise the vacancy in the usual channels (Facebook, Parish Newsletter and School Newsletter).		
14.	Monitoring Schedule KC was appointed as the Health and Safety link Governor, taking over from JJF. Monitoring schedule reviewed to ensure governors assigned to planned monitoring.		
16.	Evaluation of governance impact Financial oversight and assurance around safeguarding from broadband provision and the Headteacher report. The new template for the Headteacher report worked well and information was accessible to Governors. Policies have been updated to ensure the school is compliant. The health and safety termly review has been completed to ensure the school is safe.		
13.	Next meeting – 21st January 2024		
	Meeting Closed 8.20 pm		

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	Actions going forward	Who	Progress
A	VA to consider how Governors evidence the school is delivering a broad and balanced curriculum. Should this be through the link Governor monitoring visits?	VA	Will be adding an extra staff presentation to cover the curriculum. SS will present in April meeting. Recently newsletter have been good for showing the curriculum across year groups.
B	Clerk to create Teams message to record that all Governors have read KCSIE and undertaken safeguarding training 2-yearly.	Clerk	Complete

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