



**Hemingford Grey Primary School
Governing Body
Minutes of the Full Governing Body Meeting
Held in person at Hemingford Grey Primary School on Tuesday 17th March 2026 at
6.30pm**

Present: Vanessa Allen (Chair, VA)
Amelia Beeley (Vice Chair, AB)
Jane Fabisz (JF)
Danielle Gaynor (Head, DG)
Jasmin Ash (JA)
Keith Elliott (KE)
Danielle Saunders (DS)
Kerry Caldicott (KC)
Mark Kay (MK)
Victoria Read (VR)
Carlie Huddleston (Clerk)


Apologies: Helen Peat (HP)
Nicola Murchie (NM)

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 HP and NM. Meeting was quorate.		
2.	Declarations of interest None		
3.	Any other business FOHGs – KE has met with FOHGs who would like a big project at school to focus on. It was discussed that school are already meeting with FOHGS to discuss future projects.		
4.	Approval of meeting minutes 4.1 For approval: The minutes of the meeting held on 10th February 2026 - Approved 4.2 For approval: The confidential minutes of the meeting held on 10th February 2026 - Approved		

Signed..... *V of Allen*Date.....28/04/2026.....

	<p>4.3 Matters arising not on the agenda - action points from previous meeting (listed at end of agenda)</p>		
5.	<p>Finance:</p> <p>5.1 Receive budget monitoring report – month 11 - and anticipated year-end position. Governors received the document ahead of the meeting.</p> <p>5.2 Budget priorities for coming financial year including premises, curriculum, staffing. Budgeting is still going to be very similar to last year; the predicted carry forward will be used to help achieve a balanced budget. Consideration is being given to spreading larger facilities costs such as trees maintenance and boiler replacement over a number of years. There needs to be reserve for unforeseen costs like gas connection breakdown in the kitchen that occurred during the 25/26 budget year.</p> <p>5.3 Approve completed Schools Financial Value Statement (SFVS) Reviewed and approved.</p> <p><i>Action: MK to email SFVS to JG for submission to the LA by the end of term.</i></p>	MK	27/03
6.	<p>Headteacher report (written) – overview for the term including (but not limited to):</p> <ul style="list-style-type: none"> • Progress against strategic priorities and StDP • Data including attendance, behaviour, safeguarding, pupils on roll, etc • Stakeholder engagement update • Staff & pupil - well-being • Risks • Compliance with minimum expectation on length of school week <p>Governors received the Headteacher report ahead of the meeting.</p>		


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	<p>Question: What are the key elements in the Schools White paper that could impact the school. Will the school be responding to the consultation on the SEND reforms?</p> <p>Answer: DG and the SLT have reviewed the document, and a lot of the suggestions are already in place or in progress across school. There is already an inclusive environment with TA placement already being creatively managed. There is mention of primary schools needing to join a trust by 2030. There are already some local schools in 'empty' trusts with just the one school in. There has been nothing directed to school about the SEND reforms yet.</p>		
7.	<p>Policies for review</p> <ul style="list-style-type: none"> • 7.1 Judicium Tier 2 -Approved • 7.2 Safe Touch -Approved • 7.3 Sponsorship Statement -Approved 		
8.	<p>GB action plan – Stakeholder action - “Our board knows the school well, actively engages with stakeholders and takes into account their views when making key decisions.” Proposal for Governor volunteers to attend parent evenings on 20/04/2026 3.30-6pm and 21/04/2026 3.30-7pm to ask set questions and gather snapshot of views.</p> <p><i>Action: KC to draft question prompts and coordinate governor attendance.</i></p>	KC	Apr
9.	<p>GB training <i>KE attended Curriculum training from Governor Services and will upload slides to Teams.</i> <i>VA attended Anti-bullying briefing for governors and has circulated the slides by all to all governors.</i></p> <p><i>Annual Governors conference: Thursday 18th June 9.30am - 12.30pm - Governors who would like to attend can go ahead with booking a place.</i></p>		
10.	<p>End of year Governor ‘thank you’ for staff</p>		

Signed..... *V of Alison*Date.....28/04/2026.....


	Thursday 9 th July 2026 12-13:30 in school. Cakes and drinks provided by governors; details to be planned at June meeting. For all available governors to attend.		
11.	Evaluation of governance impact Financial oversight has been achieved with the BMR report and SFVS showing good financial management. The Headteachers report has given strategic overview of pupil progress and compliance. Plans for stakeholder engagement at parents evening have been arranged.		
12.	Date of next meeting – 28th April 2026 Upcoming monitoring visits - Health and Safety visit – 24 th March 2026 Safeguarding Visit – 18 th March 2026 Spring Term Pupil Progress meetings - Tuesday 24 th and Thursday 26 th March 2026 between 3:30 and 5pm. KC attending School Safeguarding audit (External) – 26 th March 2026 Parents evenings 20/04/2026 3.30-6pm and 21/04/2026 3.30-7pm governor attendance requested where available.		
	Meeting Closed 8.10pm		

	Actions from previous meeting	Who	Progress
A	<i>Action: DG and Clerk will be reviewing the policy schedule to spread the policies out optimally.</i>	DG/Clerk	Complete
B	<i>Action: DG to review benchmarking data with school staff and feedback.</i>	DG	ongoing
C	<i>Action: £500 of bad debt needs aligning with the Debt management policy.</i>	Clerk	Complete
D	<i>Action: Create a list of contracts and renewal dates.</i>	JG	Ongoing

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E	<i>Action: Send a letter from Governors to support the MP's plan to support school with the EHCP backlog.</i>	VA	VA & DG discussed at 5/3/26 chair/head meeting. MP has been liaising on behalf of HGPS with Ben Obese-Jecty (BOJ) M.P. in response to his request for views & information from schools. We have taken the view that with the range of information he has gathered from schools and HGPS contribution to that, sufficient has been done in support of BOJ's efforts to address the EHCP backlog with Cambridgeshire County Council. In the future there may be a need or benefit to a letter re: EHCP backlog to be sent to BOJ jointly from chair & headteacher, but it is not felt necessary at this time.
F	<i>Action: Advertise continuous provision on the website.</i>	DG	Discussed – This will be completed at a timely point. Following completion of planned visits etc. Already advertised on the parent tours.

	Actions going forward	Who	Progress
A	<i>Action: DG to review benchmarking data with school staff and feedback.</i>	DG	ongoing
B	<i>Action: Create a list of contracts and renewal dates.</i>	JG	Ongoing

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Hemingford Grey
SCHOOL

C	<i>Action: KC to draft questions from Ofsted questions for Parents evening.</i>	KC	
D	<i>Action: MK to email SFVS to JG for submission to the LA by the end of term.</i>	MK	

Signed..... *V. of Alison* Date.....28/04/2026.....