

**KINGSKERSWELL C of E PRIMARY SCHOOL
MINUTES OF THE FULL GOVERNING BOARD
8 July 2025 - 5.30 PM
(face to face)**

Governor Name		Attended	Apologies received	Apologies sanctioned
Revd. Michael Wilkie	MW	y		
Rachel Miller	RM	N	y	y
Karen Strachan Acting HT		y		
Becky Hutchens	BH	y		
Amy Vine	AV	y		
Sam Vine	SV	N		
Susan Robinson Chair	SR	y		
Adam Devine	AD	N		
Paul Dodd	PD	y		
Danny Brown	DB			
Simon Gibbs	SG	y		
Chris Murphy	CM	N	y	y
In Attendance				
Louise Lloyd/Clerk	LL	Y		

Minutes	
1.	Welcome, apologies and sanction of apologies.
	Apologies were sanctioned.
2.	Declarations of any potential conflict of Interest for Items on the Agenda.
	There were no declarations of interest.
3	<ul style="list-style-type: none"> Approval of minutes from FGB 10.06.25 Part 1 and Part 2 Reappointment of Adam Vine as Co-opted Governor (current term of office ends 12.07.25)
	<ul style="list-style-type: none"> Governors approved the minutes from FGB 10.06.25 – Part 1 and Part 2 Governors reappointed Adam Vine as Co-opted Governor - 4-year term of office
	Matters arising
	<p><u>Update on school development plan</u></p> <p>KS: provided Governors with a copy of Key School Improvement Priority – WRITING 2024-25</p> <p>Governors were asked to go away and read the document and bring any questions to the next FGB.</p> <p><u>Analyse use and impact of additional funding (Pupil Premium, PE funding, catch-up funding etc)</u></p> <p>KS : We use PP funding mainly to employ Teaching Assistants across the school- additional TA’s for high needs children. We have also used the funding to employ someone mornings for a challenging child we have got and have now increased that to afternoons as well from September . We use the funding for school trips so PP children pay less, this ensures they still have those experiences and have all the equipment they need. Forest School was partially funded by PP.</p>

	<p>What KS needed to do now was look at the support that was being put in place and the impact it was having on children.</p> <p>BH: Used the DfE website today to report the PE expenditure , it was quite good as it calculated how much we had spent . The document could go on the website , but it lacked detail.</p> <p>Governor ? What was KKPS' linked secondary school BH: Newton Abbot College. We have bought into their package again, but we have gone slightly cheaper as we were not using them as much because of transport to get there.</p> <p>Governor ? What was PP children uptake in clubs like. KS: uptake was not good; unfortunately, parents did not encourage their children to go.</p> <p>Governor ? Have you asked the children what clubs they would like to go to. BH: Have spoken to the school council and groups of children about which groups they would like to join and have put in place many of their suggestions.</p> <p>Governor ? what was the most popular club . BH: Football, drama & netball were the most popular clubs.</p>
	<p>Chair's Action</p>
	<p>SR: Nothing to report apart from attended PPG meeting last week .</p>
	<p><u>Head teacher's report</u></p> <ol style="list-style-type: none"> 1. Receive Head teacher's report 2. Receive Head teacher's update re safeguarding 3. Receive update of end of year test results- headlines 4. Appoint HTPM team and identify external support for coming year 5. Review attendance and set target for coming year 6. Review Pupil exclusion data.
	<p>KS: The SATs results came through today , I'm really pleased with them, particularly greater depth which was a big improvement on last year.</p> <p>Governor ? Any idea why results were a lot better this year. KS: It was a mixture of things, cohort , the impact of what we have been putting in to support writing and to support children. We were very mindful about how we ran the tests this year. In the past we have used small groups . This year we used bigger groups and it was much calmer ; we felt afterwards that the tests had gone really well. The children have been working a lot on their timing, all the children finished all of their papers. The children worked extremely hard this year and had a different mindset to the last cohort who were the last year group still impacted by COVID. The cohort next year also looked good.</p> <p>Governor ? How were phonics. KS: I was disappointed with phonics this year. This was a blip , our phonics teaching was excellent , it was 2/3 children who were tested at the wrong time of the week. Also the personnel who did the screening were possibly not the right ones.</p> <p><u>Primary Partnership Group.</u> The collaboration with PPG was going well , KS met with other HT's fortnightly. KS will start sharing the action plans with Governors .</p>
	<p><u>Report from School Business Manager</u></p>

8	<p>AV: Bromcom had caused lots of issues. If a payment came into finance and the system did not match it, AV had to manually process that payment . Since April AV has had 792 rejected payments that have had to be manually processed. AV was 95% there and had produced an FRS report but was getting it checked. Due to the change in budgets this year, we no longer need to submit a licenced deficit moving forward . There were some changes made. We were in a much better financial position AV aimed to get the FRS out to Governors by the end of term.</p> <p>The caretaker had now resigned . We were currently recruiting for a caretaker and have advertised in the community and on Devon Job. s AV had continued to open up in the morning and lock up at night. AV was doing all the H & S checks . We have been without a caretaker since February, but now have a gardener and a handyman, so some jobs were getting done . The cleaner was picking up some additional cleaning.</p> <p>AV was waiting for a quote to have all of the hall and public spaces painted.</p> <p>AV received an email yesterday from DCC stating that the tenders for the kitchen were high and asking how much money the school had to put towards it. The agreement was that we would put 12k to it. We had 17k in our capital funding and may have to put all of that in. We had another 9 ½k coming in the Autumn. AV had planned that this work would be started during the summer holidays and did not consider it her fault that DCC found the quotes too high. As far as AV was concerned the work was still going ahead.</p> <p>Are Governor ? re the extra capital was it earmarked for anything.</p> <p>AV: The funding had been held back for the kitchen (rolled over from last year)</p> <p>Lettings update– The Tuesday night group have handed their notice in, so we are now down to one lettings a week.</p> <p>Holiday Club – We are full on 12 out of the 15 days and have a waiting list. AV has allowed the sessions to go to 48 per day for the full day and between 14-17 each morning for the HAV provision. The holiday club was fully staffed and AV had a bank of staff if needed, which was great. AV will be inspected by DCC for the HAV provision during the summer. AV may look to increase numbers in October.</p> <p>AV : Had applied for a licence to have seagulls/chicks removed from the roof.</p> <p>Action Point: Lock down procedures carried forward to the next meeting. Action Point: AV to forward GDPR policy for Governor approval.</p>
9	<p><u>STATUTORY POLICIES, DOCUMENTS AND INFORMATION REQUIRED BY SCHOOLS.</u></p>
	<ol style="list-style-type: none"> 1. Equality Information and/or Policy (reviewed every 4 years) last reviewed 27.02.24 * 2. Equality Objectives (reviewed annually) * <ul style="list-style-type: none"> • <u>NON-STATUTORY/ GOOD PRACTICE</u> <ol style="list-style-type: none"> 1. Collective Worship policy 2. Education of children in care policy <p>Decision: Governors approved the policies</p>
11	<p>Any Other Business</p>
	<p>KS: We were getting ready for the next school year; children will find out their classes on Friday and the following Friday reports will go out. The school production will take place on 17.07.24 and Leavers</p>

	<p>Assembly will take place on 23.07.</p>
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	<p>Date of Next meeting 23 September 2025</p>
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