



		Present: Mrs R Bates (RB), Mr Clark (NC), Mrs J Dimond (JDi), Rev S Huntley (SH), Mrs S Kastner (SK), Mrs B Leach (BL), Mrs L Legg (LL), Mr C Thomas (CT), Mr J Tristram (JT), & Mrs J Davey (JD) (clerk)	Action By	Time scale
		SH began the meeting with a prayer		
1		Apologies for absence- WI - did not attend - no apology received		
2		Pecuniary Interest		
2	1	Governors were invited to declare any relevant Pecuniary Interest at that point or if it became apparent that there was one later in the meeting.		
3		Minutes of the last meeting and matters arising – 12th May 2026		
3	1	Matters arising: The minutes were accepted as an accurate record and there were no matters arising as they will be discussed as agenda items.		
4		Finances		
4	1	Monitor 26/27 – It has not been possible to produce a monitor using Bromcom since coding has changed. This has been rectified over the last day or two and will be provided to governors at the next meeting. JD explained some differences that have occurred since the budget was set. The funding for Pupil Premium and Free School Meals has changed and there will be a group of children who will remain eligible to receive free school meals but the school will not receive Pupil Premium funding for these children. This starts on 1st September 2026. The impact for school finances is not yet known but it will be a reduction of several thousand pounds. It's a double issues as the school will still have to provide and pay for the meals for these children. Sports Funding is changing. Offwell has been receiving just under £17000 for about 14 years and now the funding is going into a central pool with online resources being provided or more targeted support for schools. The money will no longer be received into school. The grant, as it stands, was due to end at Christmas but the government has now extended this until Easter 2027. We have used the money to pay for Learning Community sports provision as well as our sports coach and subsidising swimming lessons and transport to events. These things will still have to be paid for but will have to come out of the School Budget Share.		
4	2	3 Year Budget 26/27, 27/28, 28/29 It was confirmed that the budget previously approved by governors has been published to allow the LA to review it.		

4	3	Audit by the Local Authority - The delayed audit will now take place in the summer term. Governors were asked to acknowledge the report and approve the actions agreed.		
4	4	Benchmarking of Leadership This was an action required by the audit and JD provided a breakdown from the government benchmarking website. Our leadership is 1 which is comparable with similar schools.		
4	5	Business Continuity Plan Although governors had previously seen and agreed this plan, this was not minuted which was picked up by the Audit. Governors gave formal approval for the plan and acknowledged that it would need updating in September to acknowledge the change of headship amongst other things.		
4	6	Unofficial Funds The books were available for inspection. There is a good credit balance which will be transferred into the School Budget Share in due course mainly because any cash collected it paid into that account.		
4	7	ADT Dispute JD explained to governors that she had disputed an invoice from ADT regarding a call out to repair the intruder alarm system. She has asked for a copy of the service contract. This has now been classed as a formal complaint and is being investigated by ADT. BL said she would pass on details of who she uses to maintain her intruder alarm. The school is not obliged to use ADT as it is not a Local Authority contract.		
5		Headteacher's Update		
5	1	Headteacher's Report The report was distributed to governors in advance of the meeting and LL highlighted certain areas including headline data (not including delayed SATs)		
5	2	Plans for new nursery behind Grazing Cow - Plans for a possible new nursery were discussed for approximately 50 children. It was unclear whether this was for a new nursery or moving the Folly in Dalwood. The possible impact for the school was discussed and it was agreed that it shouldn't have too much of a detrimental effect although it would probably affect our bid for an extension to our FSU. There is no primary school that is linked to the nursery and the closest school is Offwell. Governors agreed that it would be beneficial to form close links with the nursery when (and if) set up.		

5	3	Heatwaves - Governors discussed the decision to close the school for a day due to extreme temperature and governors gave approval for this decision as the classrooms could not be cooled below 30%. Ash Class has air conditioning and this has proved beneficial with that classroom being a temperature where children can adults could work comfortably. The possibility of putting air conditioning in the other classrooms has been investigated and a parent, who has an air conditioning company, has been in to school to carry out a survey. He has come back with a price of £12000 and has sent links to possible grants. JD will look into these and if there are any that are offering 100%, she will apply. As mentioned previously, there is no spare money in the capital budget to carry out this type of work.	JD	09/26
5	4	Leadership Team - As LL leaves the leadership team, governors asked if the Senior Teacher Role was going to be replaced. CT said he had offered the position to all teaching staff and CK was the only one who expressed interest. JDi and CT have had a very useful discussion with her and CK has put forward an letter giving reasons for applying for the role and what she can offer. CT said she had completed the National Professional Qualification for Senior Leaders and this is a good next step for her. JDi and CT feel CK has a lot to offer for the role.		
5	5	Data – Governors had agreed to arrange a separate meeting to discuss data once the SATs results were received but the results were delayed and have not yet been received. This meeting will now take place in September.		
5	6	Safeguarding – LL reminded governors of the Action Plan which has been produced as part of the last Safeguarding Audit. She advised that a new audit must be done in the autumn term. She highlighted the Prevent Action Plan, shared with CT, JD and JDi - requires training for CT and staff. Airtags- This has been an issue in school recently with some children being sent into school with an air tag in their bag. After extensive research, LL contacted all parents asking them not to send their child in with an air tag. These are for luggage and not for children! There are a variety of reasons why children should not carry them. The day after LL sent this email, 2 classes when on a trip and 2 children had an air tag with them. One was concealed in a hair clip and the child had been told not to tell an adult. This was discovered as the air tags are discoverable by anyone who has the app on their phone. This will require ongoing monitoring and addition to policy.		
6		Ethos Group		
6	1	The Ethos Group met the day after the last governors meeting and Mr Thomas shared a report which is attached to these minutes. BL asked if the school would be completing the Big Future Survey and CT confirmed that we were.		
7		Governor Training		
7	1	No governors have attended training but NC agreed that he would attend online Finance training. JD will book online training on 22nd September from 10am to 12 noon.	JD	07/26

7	2	Support for new headteacher - governor support for CT was discussed and this has been put in place.		
8		After School Provision		
8	1	From September the provision will be run by Mrs Jordan on Mondays, Wednesdays and Thursdays and by Mr Bardot on Tuesdays (no change) Mr Bardot will be assisted by Mrs Stannard on Tuesdays and she will assist Mrs Jordan on Wednesdays. ECCT employees will continue to assist on Mondays and Thursdays.		
9		Policies & Paperwork		
9	1	Artificial Intelligence Policy (AI) -now a mandatory policy. South West Grid for Learning has provided a model policy and CT will compare this with the policy he has created. CT will look into whether it is necessary for staff to hold licences to use AI. Some advise is that this is necessary but there is differing advice and there is a cost of about £50 per member of staff per year. Staff are allowed to use Co-pilot or Gemini but not Chat GT. We have requested that the children are not given permissions within our managed Google console to be able to access AI at all and this has been actioned. Part of the AI Policy is to agree a phrase to be added to all work/emails/letters produced via AI, to ensure trust and transparency.		
9	2	Safe Use of Images online - It has been brought to the attention of schools that there has been an incident of a school being blackmailed as children's images obtained from the school's website have been altered inappropriately with the use of AI. Schools were asked to consider not using children's images on social media or websites at all. We have been very careful not to name children and to have the consent of parents. This would not have stopped the latest incident. It was acknowledged that it was not helpful to take off photos already there but the school should ensure that future photos are less obviously of a child's face. It was suggested that low resolution images could be used but it was unclear whether this could be helpful as a low resolution photo could be upgraded and some media will not accept low resolutions entries.		
9	3	Feedback (including marking) Policy - this has been shared with staff although BL suggested that it could be improved as it does not give an ideal of how much of each type of feedback a teacher should be giving. LL said this was up to the discretion of the teacher for each individual child. It was important for a child not to receive too much negative feedback and it was acknowledged that marking everything was impossible anyway. Focus should be made on a few things in every piece of work and governors were reminded that verbal feedback is very important too.		
9	4	First Aid Policy - This is due for review and needs to incorporate Benedict's Law The school already holds spare emergency asthma inhalers and Epipens so are ahead of things anyway.		

		The LA are working on a model policy which will be adopted in due course. The LA is also working on an Allergy Policy which the school will also adapt and adopt in due course.		
9	5	Complaints Policy and Procedure The LA has produced a revised model policy and procedure. When the school last adopted the policy and procedures, they used the DfE recommendations rather than the LA ones. JDi will review both revised policies and report back to governors.	JDi	09/26
10		What have we achieved for the children		
10	1	- Governors talked about how to keep children safe online. - Spiritual Development has been discussed.		
11		Dates of meetings:		
11	1	15th September 2026 at 5.30pm		