



**Part 1 Minutes of the Joint Meetings of the  
Full Governing Bodies  
of Barrow CE Primary School and Duddon St Peters CE Primary School**

<b>Date:</b>	Thursday 8 <sup>th</sup> May 2025 at 5.30pm.	
<b>Venue:</b>	Barrow CE Primary School	
<b>Present:</b>	<p><b>Barrow CE Primary School</b> Christine Merrick CM Vice Chair of Governors Stephen Bell SB Matt Denton MD Sandra Smith SS Rev Julian Osborne (JO) Claire Prior (CP) Sophie Greensill (SG)</p> <p><b>Duddon St Peters CE Primary School</b> Katie Pierce (KP) Liz Smith (LS) Adam Friend (AF)</p>	<p>Foundation Governor Local Authority Governor Parent Governor Co-opted Governor Foundation Governor Co-opted Governor Parent Governor</p> <p>Co-opted Governor Co-opted Governor Foundation Governor</p>
<b>Apologies:</b>	<p><b>Barrow CE Primary School</b> Julia Tillotson_ Paul Rossington Rachel Goodwin</p> <p><b>Duddon St Peters CE Primary School</b> Lesley Garnham Claire Entwistle Becci Butcher Stephen Latham</p>	<p>Co-opted Governor Co-opted Governor Staff Governor</p> <p>Staff Governor Co-opted Governor Parent Governor Foundation Governor</p>
<b>In Attendance:</b>	John Addison JA	Clerk to the Governors

The meeting met its quorum.

Decisions, actions and areas of challenge during discussions indicated in bold text.

<b>Agenda item 1</b>	<b>WELCOME &amp; APOLOGIES FOR ABSENCE</b>
<b>Discussion:</b>	The Chair welcomed all governors to the meeting and advised of apologies received.
<b>Resolved:</b>	<b>That the apologies be accepted</b>
<b>Agenda item 2</b>	<b>PROPOSED FEDERATION BETWEEN BARROW CE PRIMARY SCHOOL AND DUDDON ST PETERS CE PRIMARY SCHOOL</b>
<b>Discussion:</b>	The Joint Meeting had been convened to discuss the report of the Federation Working Party.

Minutes of the meeting of the  
FULL GOVERNING BODY  
of Barrow CE Primary School  
13<sup>th</sup> March 2025.

Signed by:                     

(Chair) Date: 10<sup>th</sup> June 2025

**Introduction**

The two primary schools, Barrow C of E Primary School and Duddon St. Peter's CE Primary School had proposed to create a Joint Federation. Accordingly, a six-week public consultation had taken place which had now ended.

**The Consultation**

The public consultation commenced February 24th and concluded on the 4th April. In advance of the formal start copies of the proposal and the consultation response form were sent to Chester Diocese and the Local Education Authority, Cheshire West and Chester Council.

Both schools undertook to publicise the consultation in their respective areas. All parents were issued with the consultation papers, and the information made available via the schools' websites.

Consultation meetings for parents / carers were set up for each school site. There was a meeting for staff at both sites where the federation proposal could be discussed and concerns raised.

**Responses**

There was a supportive response from the Local Authority, the text of which was detailed in the report.

Chester Diocese expressed surprise at the proposal and sought a meeting with the Working Party. They also pointed up an error over proposed Foundation Governors in the documentation. Subsequently the following statement has been offered:

"The DBE support the proposal with the reassurance that the composition of the federated Governing Board would be agreed with the DBE."

There were 14 responses returned to the schools.  
The breakdown is as follows:

**Section One: Responders' status.**

The majority – 10 – were parent/carers. There were 2 staff responses, and 2 'other interested party.'

**Section Two: Associated school.**

There were 4 responses who declared a connection to Barrow C of E; 9 responses declared a connection to Duddon St. Peter's; there was one response form with no indication.

**Section Three: Do you agree with the Federation proposal?**

There was strong support for the proposal overall. 9 of the returns ticked "strongly agree"; there were 4 "tend to agree" boxes ticked; there was just one tick for "unsure".

**Section Four: Do you agree with the proposed Federation Governing body?**

The responses here mirrored the previous section, so 9 strongly agreeing, 4 tending to agree and 1 unsure.

**Section Five: Any further comments**

Some of the comments were on different parts of the returns but were all of a generalist nature so were grouped as follows

- We can help each other, also in events to raise money, working together
- Unclear what the real benefits (are) to Duddon.
- Two parent governors across both schools seems low
- (it) Would have been good to understand some of the potential downsides to the federation
- There could be an argument for more than just a federated governing body, and such a change would make sense.

**Parent / Carer drop-in meetings.**

At both schools there was a very limited take up to the opportunity to discuss the federation proposal. At Duddon only one person attended. At Barrow there was interactions with parents/carers at the school gates. Details were contained in the report.

**Meetings with Staff.**

At the Duddon St. Peter's meeting, there were questions about the process. Beyond this one question speculated about this being a first step in a future process, ie to close one of the schools? And a question about what were the disadvantages? In response we can't see any for the school at the moment but it is accepted there possibly are some that we haven't foreseen.

At the Barrow meeting there were no major concerns. Staff were happy with the information in the documentation. They confirmed that they had already been working more closely with the other school. It was confirmed that the two schools would remain separate financially. This would reflect the different sizes of the schools, and the different streams of income.

A question was raised about the differences in curriculum between the schools. These would remain. Each school would operate separately with separate staff. They would be free to choose the curriculum and resources that suited them.

The fact that it would be one Governing Body serving both schools was revisited. Following on from this it was recognised that governors' meetings would be reduced for the Headteacher – who would only attend 3 per term. However, he and the Governing Body would have to deal with longer meetings as they would have two schools to deal with in one meeting.

There would be no staff changes. At some federated schools, staff could move across to the partner . All the current staff were contracted to one school only.

A question was asked if there would be a staff Governor from each school. It was confirmed that there was an ambition to achieve 2 Staff Governors. The aim was to start with one staff governor from each school, as it would make the transition simpler. However, it could not be specified which school would appoint the Staff Governor. It would depend on who was willing to volunteer to become one.

**Conclusions**

The consultation process had made it clear that there remained some concerns amongst staff and the community over the Federation proposal. However there was no formal response stating any opposition to the proposal. Indeed the vast majority – of the admittedly low return – were in full support of the move to one Federated governing body.

The report concluded by stating that if both Governing Bodies wanted to continue with the process then there was the need for a resolution commissioning the Working Party to produce

	the Joint Instrument of Governance which would be presented to a future Joint Meeting whereat a final decision would be made as to formally resolve to dissolve the existing Governing Bodies and incorporate the Federation Governing Body
<b>Resolved (unanimously)</b>	<b>That the Joint Working Party be authorised to produce the Joint Instrument Of Governance to be discussed at a special Joint Meeting on 10<sup>th</sup> June 2025 to be held at Duddon St Peters CE Primary School</b>

Meeting finished at 6.10pm.

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Signed by: W. P. L. E. R. (Chair) Date: 10<sup>th</sup> June 2025.