



MINUTES OF THE FULL GOVERNING BODY MEETING MICKLE TRAFFORD VILLAGE SCHOOL

Date	1st July 2026 at 5pm			
Venue	At MTVS			
	Name	Type	Term expiring:	Role
Present:	Andrew Canham (AC)	Co-opted Governor (Chair)	25.06.28	Priority 2 Cyber Security
	Sara Hayes (SH)	Staff Governor	16.10.26	N/A
	Rosie Kamperman (RK)	Headteacher	N/A	N/A
	Nicola Lasikiewicz (NL)	Parent Governor	05.11.27	Priority 3 Priority 5
	Bethan Warrington (BW)	Parent Governor	17.03.30	TBC
In attendance	Cloe Holmes (CH) Nicole McNally (NMc) Julie Cox (JC)	Governance Professional Advisor (SBM) Advisor (DHT)		
Apologies	Clare Arnold (CA)	Co-opted Governor	14.09.27	Priority 1 SEND
	Jill Cutler (JCu)	LA Governor (Vice Chair)	30.11.26	Priority 2 Attendance
	Janet Day (JD)	Co-opted Governor	10.12.28	Priority 1.2 Priority 3.2 PP
	Linda Peate (LP)	Co-opted Governor	15.03.27	Safeguarding, Priority 1
	David Rowlands (DR)	Co-opted Governor	17.03.30	TBC
	Anouska Youds (AY)	Advisor		

There are **12** positions, **10** are filled and there are **2 vacancies**.
Quorum is 5

School development priorities 2025 - 2026

	SDP Priorities	Key Priority
1	Quality of Education Curriculum Teaching & Achievement	KS2 end of year data will continue to be above national average and writing will be more in-line with the reading and maths results we achieve year on year.
1.2		Improving our teaching and learning offer, especially for our SEND children, by achieving the Dyslexia Quality Mark - raising children's outcomes
2	Behaviour and Values Attendance	Ensure that all staff including new members of staff maintain outstanding pupil behaviour and attitudes through effective induction and mentoring. Impact attendance, staff and pupil voice
3	Personal Development Inclusion and belonging	To foster a school culture where every member of the community shows consistent respect for themselves, others, property, and diversity—creating a safe, inclusive, and supportive environment, ensuring all children and adults feel a genuine sense of belonging
3.2		To continue to embed our outdoor learning offer, including the introduction to Forest School. To provide opportunities to develop character traits - perseverance, resilience, independence, self-esteem, curiosity and respect.
4	Leadership Safeguarding, Opportunities and preparation for next steps	Curriculum: continue to redesign, and develop MTVS foundation curriculum tracker to improve their effectiveness – with a focus on Art and DT. To continue to develop and monitor changes made to humanities curriculum.
5	EYFS	Enhance provision for physical development by improving opportunities for both fine and gross motor skill development through targeted activities and resources.
5.2		Raise writing attainment by increasing opportunities for purposeful mark-making and writing across the provision.

The three core functions of the governing body (Maintained Schools Governance Guide – November 2025):

- that the vision, ethos and strategic direction of the school are clearly defined
- that the headteacher performs their responsibilities for the educational performance of the school



- the sound, proper and effective use of the school's financial resources

[Maintained schools: governance guide - GOV.UK](#)

For all sets of minutes and backing papers it is taken that all will have been pre-read and coverage will therefore be limited to: • accuracy • action points • challenge

Documents sent ahead of the meeting or tabled:

- Minutes of the last meeting 13.05.26
- Headteacher's report
- School Improvement Plan
- SEF
- External Advisor Reports
- Finance Documents
- Governor Monitoring Reports
- Policies & Procedures

The meeting was quorate

AGENDA ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE
	Governors were welcomed to the meeting. Apologies for absence were received from CA, JCu, JC, LP, DR and AY.
Resolved:	To accept the apologies from CA, JCu, JC, LP, DR and AY.

AGENDA ITEM 2	DECLARATIONS OF INTEREST
	There were no new declarations of interest.

AGENDA ITEM 3	DECLARATION OF ANY OTHER BUSINESS
	There were no declarations of any other business.

AGENDA ITEM 4	FINANCE
	Finance documents had been uploaded to GovernorHub (GH) in advance of the meeting. A verbal update was provided on the key highlights by NMc. NMc advised governors that a nil return would be submitted for the Balance Control Mechanism for the current year as there was no requirement to declare. The surplus balance was not above the reporting threshold of 8% of income. Governors were advised that the latest budget reflected a small reduction in income following a decrease of two pupils since the previous budget forecast, which will impact the 2027/28 budget. Expenditure has also reduced following the discontinuation of the Primary PE and Sport Premium grant. The current PE and Sport Premium is ending and will be replaced by a centrally coordinated PE and Sport Partnership Network. Schools will receive transitional funding during the 2026/27 academic year while details of the new funding model are finalised. Governors also noted the Government's expansion of the Free School Meals (FSM) eligibility criteria from the 2026/27 academic year to include all households receiving Universal Credit. Whilst the financial implications remain uncertain, further guidance is expected before September. Governors reviewed the current budget forecast. Q: Does the budget include the new Inclusion Funding? A: No. Confirmation had only been received that day that funding of approximately £9,400 would be released to schools during the following week. This will be incorporated into the October budget monitoring report. The funding must be spent by 31st March 2027, and an implementation strategy must be published on the school's website by December.



Q: Have eligibility criteria been provided?

A: Templates and guidance have only recently been released together with example documentation.

Q: Has the newly advertised post been included within the expenditure forecast?

A: No. The budget was prepared before the post was advertised. Although funding has been identified, formal approval has not yet been received.

The 2026/27 budget is currently forecast to achieve an in-year surplus, largely due to proposed staffing changes which, although not yet confirmed, are expected to strengthen the school's financial position.

Q: Is Inclusion Funding allocated annually?

A: Yes. The funding is allocated each year and must be spent within the relevant academic year.

Q: What is the risk associated with the projected deficit in the final year of the forecast?

A: The projected position for 2028/29 will require close monitoring. The budget remains a live document and will continue to evolve. Early monitoring will enable action to be taken to reduce the forecast deficit over time.

Q: Is the primary cause of the projected deficit falling pupil numbers?

A: Yes. Pupil numbers remain the key factor. Reception admissions have since increased to 18 pupils, demonstrating how forecasts continue to change. Marketing activities will continue to support pupil recruitment.

Q: Are any open events planned?

A: Open events are planned for September. A recent event had been poorly attended due to the hot weather. The school is reviewing further marketing opportunities, including establishing a working group, engaging with local estate agents and distributing promotional material through local nurseries. Governors reviewed the Clubhouse financial monitoring report.

NMc advised that the provision is not currently achieving its forecast income. Following attendance at a sustainability conference, the SBM intends to meet with the Headteacher, Deputy Headteacher and Clubhouse Manager to develop an action plan to improve the long-term sustainability of the provision. It was explained that proposals to relocate the Clubhouse indoors have been deferred, as this represents a significant project that cannot currently be delivered effectively.

It was noted that the Clubhouse is currently operating at approximately £1,500 per month below forecast, and governors agreed that the financial position should continue to be monitored closely. NMc explained that monthly income naturally fluctuates as some parents pay in advance while others use childcare provision at different times, resulting in variations between actual income and forecast figures.

Q: The June income report shows a negative position. Does this indicate insufficient usage of the provision?

A: The SBM explained that the report reflected income received up to 15th June only. Additional payments received after that date would reduce the apparent deficit.

Q: How should governors interpret the forecast figures?

A: Forecast income is based on the previous year's attendance. Current attendance data demonstrates where actual usage differs from those estimates.

Governors held a further discussion regarding the future financial sustainability of the Clubhouse.

Governors received the latest School Fund accounts together with the independently audited accounts for 2025/26. It was noted that there have been no transactions through the School Fund during the reporting period.

Governors also reviewed the updated Section J of the Manual Financial Procedures.

The Schools Financial Value Standard (SFVS) had been completed and submitted.

Q: Has the school been selected for audit?



A: No notification has been received.

NMc reported that Hutchinson's has appointed a new Area Manager, who has already met with school leaders and demonstrated a positive and proactive approach to improving the quality of school meals. Feedback from the School Council survey will be shared with the provider to support service improvements. Governors also noted that arrangements are being implemented to meet the dietary needs of a pupil with coeliac disease.

Governors considered the latest debt report. NMc requested approval to write off two outstanding debts where all reasonable recovery action had been exhausted:

- £204.03 for school meals and snacks relating to a family who had moved out of the area
- £35.40 snack debt where the parent disputed liability and refused payment

NMc advised that revised procedures have now been introduced whereby pupils are no longer permitted to order snacks once an account enters debt.

The previously proposed pizza oven project would not proceed following concerns raised by two neighbouring residents. It was agreed that maintaining positive relationships with the local community outweighed the limited income the proposal would have generated.

Governors considered a proposal to hire the school field to Newton Athletic for Thursday evening and occasional weekend use at a charge of £40 per session.

Q: Will this require additional grounds maintenance?

A: No additional maintenance is anticipated.

The SBM confirmed that appropriate safeguarding arrangements, insurance checks and compliance with Keeping Children Safe in Education (KCSIE) requirements would be completed before the agreement commenced.

Governors considered the Service Level Agreements (SLAs) presented for approval. SH expressed concern regarding the value for money of the Clubhouse SLA. Following discussion, governors agreed to approve the SLA for the Autumn Term 2026/27 only, with a full review to take place during the term while alternative options are explored.

Q: What is Harrington Bates?

A: NMc explained that Harrington Bates provides staff absence insurance. Teaching staff will continue to be insured through the Local Authority (LA), whilst support staff, including the Site Manager, will be insured through Harrington Bates as this represented the most cost-effective option.

Q: Has the Year 6 residential visit already been paid for?

A: No. The visit has not yet been booked. Approval is required to commit expenditure for the 2026/27 academic year, with parental contributions funding the visit.

NMc also advised governors that membership of the Cheshire West Governance Association (£41) had been added since publication of the report. The Chair encouraged governors to make use of the networking and development opportunities offered.

Governors considered the quotation for cyber security insurance. NMc explained that cyber insurance is not a statutory requirement, although schools have an obligation to protect personal data. Advice received from the school's ICT technician indicated that existing firewall protections are robust and that the greatest cyber risk remains staff inadvertently opening phishing or scam emails. Staff are therefore undertaking cyber security and GDPR training to reduce this risk.

Q: What would the insurance cover?

A: NMc explained that much of the school's Management Information System is now cloud-based; however, if the on-site server were compromised, the insurance could contribute towards replacement costs.



	Q: What arrangements are in place should the school suffer a significant cyber incident affecting systems such as attendance registers? A: NMc agreed to seek further advice from the ICT technician regarding the school's contingency arrangements and potential financial implications. Following discussion, governors agreed that further information was required before making a decision. NMc left the meeting at 6.10 pm.
Resolved:	Governors approved the submission of the nil Balance Control Mechanism return.
Resolved:	Governors approved the revised Manual Financial Procedures
Resolved:	Governors approved the write-off of the outstanding debts.
Resolved:	Governors approved the proposed letting arrangement.
Resolved:	Governors approved the Service Level Agreements, including Cheshire West Governance Association membership, with the exception of cyber security insurance.
Action: 4.1	NMc to obtain further advice from the ICT technician regarding cyber security risks, contingency arrangements and the value of cyber insurance before the matter returns to governors.

AGENDA ITEM 5	PART ONE MINUTES OF THE LAST MEETING (13.05.26)
Resolved:	To approve the minutes of the last meeting (13.05.26) as a true and accurate record of the meeting.

AGENDA ITEM 6	MATTERS ARISING				
Raised	Agenda item	Action	Who	When	Status
18.05.26	2.1	Outstanding Dol and confirmations to be completed. SH to be add her tutoring declaration to her personal profile.	LP, DR, BW, RK	ASAP	Completed
18.05.26	4.1	To investigate and present governors with a business case for the Clubhouse with alternatives of outsourcing the provision.	NMc	24.06.26	Pending
18.05.26	7.1	To administer the staff election in September. To send RK some templates.	RK AJ	September Completed	Pending September
18.05.26	7.2	To inform AC of her intentions as the LA governor.	JCu	24.06.26	Completed
18.05.26	7.3	To utilise their own contacts and ask if they maybe interested in becoming a governor.	All	Ongoing	Ongoing
18.05.26	7.4	To write an introduction to Governance. (DR suggested including: - Interested in benefits to children broadening experience and acting as critical friends).	AC	24.06.26	Completed
18.05.26	7.5	To publish an advert in the School Newsletter, Parish Newsletter, the Village FB page and Tennis Newsletter .	RK & DR	ASAP	Completed
18.05.26	7.6	To keep a log of the strategies used and who's been approached including dates. To be evaluated at a future meeting.	All	Ongoing	Ongoing
18.05.26	7.7	To ask the Cluster HT's if they have teachers or parents who would be interested.	RK	24.06.26	Completed
18.05.26	7.8	To ask if the CWaC Association of local governors could advertise.	AC	24.06.26	Pending
Update:	AC approached CWGA regarding promoting a governor vacancy, but has to wait until the next meeting of their executive – there hasn't been a full executive meeting since due to preparation for the Chairs, Heads and Clerks conference last month.				
18.05.26	7.9	To reach out to local businesses e.g.. Bank of America, the Zoo, Countess of Chester, Cheshire Oaks.	All	Ongoing	Ongoing



18.05.26	8.1	To use the Induction Checklist to progress their Induction.	DR & BW	Ongoing	Ongoing
18.05.26	8.2	To review the Induction Checklist and feedback and changes they feel would be helpful.	JD & NL	24.06.26	Pending
18.05.26	8.3	To review the Complaints Policy.	SLT	24.06.26	Covered in agenda item 16 below
18.05.26	10.1	To share dates on GH for a strategy day.	RK	ASAP	Completed 01.07.26
18.05.26	10.2	To post a working party date on GH (after half term – 1 st week of June).	RK	ASAP	Completed
18.05.26	10.3	To send RK the governor self-review tools	AJ	Completed	Completed
18.05.26	12.1	To consider whether the SIP is vfm.	RK	24.06.26	Pending
18.05.26	20.1	To chase the CoG's 360 survey outcomes and share the results before the Strategy Day.	JCu	Before the Strategy Day	Completed
18.05.26	20.2	To complete a skills audit by 17.06.26. To collate and share the results before the Strategy Day.	All AC	Before the Strategy Day	Pending

AGENDA ITEM 7	GOVERNING BODY MEMBERSHIP 2025-26
	The governing board noted that there are currently two Co-opted Governor vacancies. JCu had confirmed her intention to reapply for the Local Authority (LA) Governor position. A potential new governor has expressed an interest in joining the board. As they are a parent and there is currently no Parent Governor vacancy, no appointment can be made at this stage. However, the governing board agreed to keep this under consideration should a suitable vacancy arise. Governors reviewed the attendance record for the academic year. It was noted that the attendance log for the meeting held on 21st January 2026, at which governors agreed the appointment of the Headteacher, contained question marks against attendees. Governors confirmed that all members had been present at that meeting and agreed that the attendance record should be updated to show no absences. The Chair acknowledged that attendance had not been as strong as expected during the year. RK noted that late apologies and cancelled meetings also have a financial impact due to the cost of clerk services. Governors discussed ways to improve communication and attendance, including the possible use of a WhatsApp group. Members also considered whether meeting times could be adjusted to better accommodate governors with work commitments and whether some meetings could be held virtually to improve attendance. It was agreed that these proposals would be considered further at the September governing board meeting.
Action: 7.1	Governance Professional to update the attendance log for the meeting held on 21st January 2026. Governors to discuss attendance at governing board meetings more generally.
Action: 7.2	To review governor communication arrangements and meeting formats, including meeting times and the potential use of virtual meetings, at the September meeting.

AGENDA ITEM 8	GOVERNOR TRAINING REQUIRED/ATTENDED
	Governors reviewed training undertaken during the year and identified future training priorities. The Chair encouraged as many governors as possible to undertake Governor Panel training to increase capacity to convene statutory panels when required. Governors were also encouraged to make use of the online training available through The Key and the National Governance Association (NGA).



	RK suggested that it would be beneficial for the newly appointed governor, BW, to access training covering key educational terminology and governance processes. It was also noted that all governors will require Ofsted training to ensure they are fully prepared for inspection. RK advised that inclusion training had recently been completed and supporting notes had been uploaded to GovernorHub for governors to access. Governors were encouraged to review these resources.
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AGENDA ITEM 9	GOVERNING MONITORING 2025-26
	JC reported that they had met with JD, who had intended to submit a Link Governor report for this meeting but was unable to attend. It was confirmed that the planned attendance and behaviour monitoring visit will take place before the end of the half-term. NL provided an update on the Early Years Foundation Stage (EYFS) monitoring visit. An initial meeting had taken place, and a further visit has been arranged. Governors noted that previous monitoring had focused on Personal Development, Inclusion and Belonging. Although no recent monitoring had taken place in this area following changes in leadership, JC has now begun reviewing this aspect of the school's provision. It was agreed that NL and JC would meet before the end of term to continue this work. The Chair confirmed that the annual safeguarding monitoring visit is due to take place. BW advised that, given their professional experience, they would be happy to support this visit. It was agreed that BW and the Chair would undertake the safeguarding review jointly.
Action: 9.1	RK to liaise with the Chair and BW to agree a suitable date and time for the safeguarding monitoring visit.

AGENDA ITEM 10	CHAIR'S ACTION
	There were no Chair's actions to note.

AGENDA ITEM 11	HEADTEACHER REPORT
	RK presented the Headteacher's Report and invited governors' feedback on the new format. Governors commented positively on the revised layout and agreed that it was clear, informative and focused on the information most relevant. RK explained that the School Development Plan (SDP) had not been included within the report as it is considered as a separate agenda item at each meeting. Governors received an overview of current pupil numbers and demographics. RK explained that where year groups appear to have disproportionately high levels of absence, this can often be attributed to a very small number of pupils. For example, the Year 5 attendance figures are significantly affected by two pupils with persistent attendance concerns, both of whom are being closely monitored. Further detail is provided within the separate attendance report. RK advised that behaviour and safeguarding have been included as standing sections within the report following previous discussions with governors regarding the information they wished to receive regularly. Q: One area that appears to be missing is the number of children previously known to Social Services. A: RK explained that the detailed safeguarding report includes this information and uses a RAG-rating system to identify pupils currently on the safeguarding radar and those requiring ongoing monitoring. Q: Does the school currently have any Looked After Children (LAC)? A: RK confirmed that the school currently has two LAC and agreed that future reports would include information relating to both LAC and Previously LAC.



JC also informed governors of the recently updated national exclusion guidance and the school's Behaviour Policy has already been amended to reflect the changes. It was highlighted that where a pupil is directed to work in another room, including where this is requested by the pupil, it is now classified as an internal suspension.

Staff absence information had been included within the report as an indicator of staff wellbeing, organisational culture and financial impact. RK advised that the Autumn Term data will provide a clearer picture of current trends.

RK confirmed that there had been no General Data Protection Regulation (GDPR) breaches during the reporting period.

Two informal complaints had been received. These were concerns raised by parents which had been addressed promptly at the time and had not progressed to the formal complaints process.

RK advised that statutory performance data had not been included within the report as the final outcomes were not yet available. This information will form a standard section of future Headteacher's Reports.

RK reported that the Year 1 Phonics Screening Check had been very successful, with only one pupil not meeting the expected standard. Outcomes remain broadly in line with the previous year.

Q: What is the reason that the pupil did not meet the expected standard?

A: RK advised that the pupil is already known to the school and has received targeted intervention. Their progress suggests there may be an underlying barrier to learning, which is currently being investigated to ensure appropriate support is provided in Year 2.

Governors were informed that Early Years Foundation Stage (EYFS) outcomes are currently approximately 63%, broadly in line with previous years. RK recognised that, whilst there are significant contextual factors, outcomes have remained in the low 60% range for three consecutive years, and this will therefore become a key school improvement priority.

RK reported that Multiplication Tables Check (MTC) outcomes had improved compared with the previous year. The school achieved a mean score of 23, compared with 21 last year, and 42% of pupils achieved full marks (25/25). National comparison data is expected in November.

Governors received an overview of teacher assessment across the curriculum. RK explained that foundation subjects are reported as pupils being "on track" rather than using expected standards. Governors were advised that these judgements are based on professional assessment and that considerable work has been undertaken to ensure staff have a shared understanding of assessment expectations.

RK explained that the school has developed clear curriculum progression pathways for all subjects, responding to feedback from the previous Ofsted inspection. These have now been implemented across all subjects, with the exception of Art, where a new curriculum has recently been introduced and will be embedded during the coming year.

Governors also reviewed standardised assessment data, including breakdowns for vulnerable groups. RK encouraged governors to use this information to identify trends and areas for further challenge. A governor suggested that future reports include the number of pupils within each group alongside percentage figures to provide greater context when interpreting the data.

Governors received the results of the recent staff wellbeing survey, which were positive overall. RK acknowledged that staff have experienced significant change over recent months, including changes in leadership and staffing restructures. A range of actions is being implemented to support staff workload, including providing additional transition time and introducing new curriculum schemes to reduce planning demands.

Staff absence levels have remained consistent, suggesting that staff wellbeing remains positive. Staff have also identified further initiatives they would like the school to consider.



AGENDA ITEM 12	DATA/ASSESSMENT UPDATE
	RK presented the school's revised data reporting format, explaining that this will be the standard approach for reporting attainment and progress going forward. The report provides more detailed analysis, including comparisons with national data where available, and identifies strengths alongside areas requiring further investigation and the actions that will be taken in response. Current strengths were identified in phonics. Early Years Foundation Stage (EYFS) has been identified as an area for further investigation, and a more complete picture will be available once the Key Stage 2 outcomes have been received. It was anticipated that future priorities are likely to include writing and increasing the proportion of pupils achieving greater depth in combined measures. Governors discussed the challenges associated with achieving greater depth in writing, including the rigorous moderation requirements. No further questions were raised in relation to the data report.

AGENDA ITEM 13	SCHOOL IMPROVEMENT PLAN UPDATE
	RK presented an evaluation of progress against the School Development Plan (SDP). It was noted that, due to changes in staffing and capacity, some planned priorities have not progressed as intended because sufficient time has not been available. RK advised that some areas, including Key Stage 2 outcomes, are still awaiting the publication of final data. An update was provided on the Dyslexia Quality Mark. While there has been limited progress since the previous update, this has largely been due to uncertainty regarding senior leadership support for the project. The matter has since been discussed by the Senior Leadership Team (SLT), and further information has been shared. It is anticipated that this will now become a priority, enabling work to move into the implementation stage. Behaviour continues to be monitored regularly and is a standing agenda item at SLT meetings. Overall behaviour across the school is positive, and existing strategies are proving effective; however, it was recognised that a small number of pupils continue to require additional support. Staff are consistently following the behaviour policy, and SLT intends to further develop the behaviour curriculum to ensure expectations are explicit and closely linked to the school's values. In relation to fostering a positive school culture, RK highlighted positive staff survey outcomes and assemblies focused on respect as evidence of ongoing work in this area. The Forest School provision continues to be successful, and the school hopes to retain elements of this provision moving forward. Q: How often is the SDP updated? A: RK explained that the document is a working document and that this half term has been spent becoming familiar with its format and use. The intention is for it to be updated regularly as actions progress and presented at each governing board meeting. The format will also be reviewed and refined.

AGENDA ITEM 14	SCHOOL SELF EVALUATION FORM REVIEW & APPROVAL OF SEF FOR 2025-26 (DEFERRED)
	Agenda item deferred until the next meeting.
Action: 14.1	To include consideration of the SEF in the agenda of the next meeting.

AGENDA ITEM 15	INCLUSION (Standing item) INCLUDING: UPDATE ON PROVISION FOR DISADVANTAGED PUPILS (Pupil Premium/SEND/LAC/PLAC)
	RK reported that, as a comprehensive report had been provided at the previous meeting, there was no additional written report on this occasion. Recent training had been undertaken relating to Ofsted and the new framework around inclusion.



	A discussion took place regarding attendance data. While attendance for pupils eligible for Pupil Premium is approximately 3% lower than that of non-Pupil Premium pupils, it was noted that this difference is currently attributable to one pupil. It was also noted that the pupils who are persistently absent and eligible for Pupil Premium have a range of significant additional circumstances, with appropriate support packages already in place. It was noted that attainment data is not yet available to determine whether these pupils are achieving at lower levels. The next step is to ensure that new learning plans are uploaded to Insight to support ongoing monitoring. Governors held a wider discussion on inclusion, including current provision, analysis of data, priorities for further development, and the allocation of inclusion funding to best support pupils' needs.
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AGENDA ITEM 16	POLICIES AND PROCEDURES
	Complaints Policy
Resolved:	That the Complaints Policy be approved.

AGENDA ITEM 17	ANY OTHER BUSINESS & ITEMS FOR THE NEXT MEETING
	Items for the next meeting are Skills Audit and Self-Evaluation.
	No further items of any other business were raised.

AGENDA ITEM 18	DATE OF NEXT MEETING/S
	It was agreed that the Governance Professional would circulate the meeting dates for the forthcoming academic year.
Action: 18.1	Governance Professional to circulate meeting dates for the 2026/27 academic year.

The Part 1 meeting concluded at 7.17 pm.
 JC and SH left the meeting.
 The meeting continued to Part 2

Raised	Agenda item	Action	Who	When
18.05.26	4.1	To investigate and present governors with a business case for the Clubhouse with alternatives of outsourcing the provision.	NMc	24.06.26
18.05.26	7.1	To administer the staff election in September.	RK	September
18.05.26	7.8	To ask if the CWaC Association of local governors could advertise. (AC awaiting an executive meeting outcome)	AC	24.06.26
18.05.26	8.2	To review the Induction Checklist and feedback and changes they feel would be helpful.	JD & NL	24.06.26
18.05.26	12.1	To consider whether the SIP is vfm.	RK	24.06.26
18.05.26	20.2	To complete a skills audit by 17.06.26. To collate and share the results before the Strategy Day.	All AC	Before the Strategy Day
01.07.26	4.1	To obtain further advice from the ICT technician regarding cyber security risks, contingency arrangements and the value of cyber insurance before the matter returns to governors.	NMc	September
01.07.26	7.1	To update the attendance log for the meeting held on 21st January 2026. Governors to discuss attendance at governing board meetings more generally.	AJ	Completed
01.07.26	7.2	To review governor communication arrangements and meeting formats, including meeting times and the potential use of virtual meetings, at the September meeting.	All	September
01.07.26	9.1	To liaise with the Chair and BW to agree a suitable date and time for the safeguarding monitoring visit.	RK	ASAP
01.07.26	14.1	To include consideration of the SEF in the agenda of the next meeting.	RK	September