MINUTES (PART 1)
OF THE LOCAL GOVERNING COMMITTEE MEETING
LOWER PEOVER PRIMARY SCHOOL

Date	Thursday 9th July 2026 at 4.30pm	
Venue	Lower Peover Primary School	
Attendees:	Louise Lawton (LL) Sharon Dean (SD) Hannah Burgoyne (HB) David Bradley (DB) Graham Norbury (GN) Father Murray Aldridge-Collins (FM) Craig Blain (CB) Peter Longinotti (PL) Alun McIntyre (AM)	Foundation Governor – Chair Head Teacher Foundation Governor Staff Governor Foundation Governor Incumbent Parent Governor Foundation Governor Co-opted Trustee
Apologies	Mark Sales (MS) Kirsten O'Shea (KOS)	Parent Governor Foundation Governor
In attendance	Jason Haslam (JH) (from 4.55pm) Jo Tinker (JT) Julie White (JW)	Deputy Head Teacher School Business Manager Governance Clerk

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***

''Let your light shine, so that others may see the good you do.' Inspired by Matthew 5.16

Quorum: 4 governors, with 9 governors in attendance, the meeting met its quorum.

AGENDA ITEM 1	**WELCOME, OPENING PRAYER & APOLOGIES FOR ABSENCE**
Discussion:	FM opened the meeting with a prayer. Apologies were received and accepted from Mark Sales and Kirsten O'Shea. **RESOLVED:** That the apologies from Mark Sales and Kirsten O'Shea are accepted.

AGENDA ITEM 2	**DECLARATIONS OF INTEREST**
Discussion:	There were no new declarations of interest or any items in relation to the agenda to be discussed.

AGENDA ITEM 3	**DECLARATIONS OF ANY OTHER BUSINESS**
Discussion:	The uniform discussion has been added to be discussed.

AGENDA ITEM 4	**PART ONE MINUTES OF THE LAST MEETING ON 21st MAY 2026**
Discussion:	The minutes of the last meeting on 21st May 2026 were received. DB proposed CB seconded that the minutes be accepted as a true and accurate record of the meeting. **RESOLVED:** That the minutes from the meeting on 21st May 2026 are approved as a true and accurate record of the meeting.

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AGENDA ITEM 5	MATTERS ARISING
Discussion:	The following matters arising were discussed. **Parent survey and Pupil Voice Updates including School Uniform** HB reported on the responses from the parent survey, which requested suggestions for changes to the school uniform. Six responses were received, with a number of suggestions, which governors considered. HB presented governors with a list of uniform suggestions and samples from the uniform provider. The main item discussed by governors was introducing a branded polo shirt rather than a shirt and tie. The suggested polo shirt is navy blue with a navy V-neck jumper or cardigan with the polo shirts worn all year round. Other items agreed are grey skirt/shorts/trousers/pinafore dress, black shoes and grey socks or tights. Governors discussed and agreed that gingham summer dresses could remain as an option for the summer. The PE kit was also discussed and governors were shown a sample of an Airtex t-shirt which the uniform suppliers can supply. It was agreed to introduce the Airtex t-shirt with a transition period giving pupils time to swap over from the current PE t-shirts and an option to use a navy cotton t-shirt too. Governors discussed the number of branded items with 3 being the maximum number of compulsory branded items. It was agreed that the PE kit should have a compulsory logo, either the Airtex t-shirt or a navy cotton t-shirt. Governors discussed and agreed that the uniform polo shirt should be branded with the Lower Peover logo. It was agreed that winter coats can be any sensible unbranded winter coat. School bags need to be able to fit in the school lockers. Parents will be advised of the maximum size. Book bags are required for KS1. Drawstring PE bags were discussed and noted that these are available as an option on the school uniform website. Dales have agreed to provide a second-hand uniform service with parents receiving a credit for each uniform item dropped off which can be used against any new or second-hand uniform purchases. **RESOLVED**: Governors approved the changes to the school uniform noted above. **Confirmation from CDLT on Finance Link Governor Role** SD confirmed that this has been discussed with CDLT and agreed that LL will be the Finance Link Governor Details of what the role involves will be produced by CDLT over the summer break. **Confirmation from CDLT on requirement and format of school risk register** The CEO and CFOO will be working on the format of the risk register over the summer and will advise schools of the template and requirements in the autumn term. **Update on maintenance of The Old School Yard** LL confirmed that a letter has been sent to the Trustees. AM confirmed that the Trustees will go ahead and re-stone the area. AM also reported that there was a recent question in Parliament relating to the maintenance

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	of unadopted roads and government guidance then issued which AM will send to governors. The guidance states that the maintenance of unadopted roads is the responsibility of owners of properties with frontages on the unadopted road. It is possible to ask the Local Authority to adopt the road, but it has to be brought up to the standard that they will accept before they will agree.

LGC GOVERNANCE

AGENDA ITEM 6	GOVERNOR TRAINING REQUIRED/ATTENDED
Discussion:	CB confirmed attendance at a whole school approach conference relating to sustainability and physical activity facilitated by the Youth Sports Trust. JW noted that there is now a function on GovernorHub where training can be assigned to governors which will be used for all training requirements from September.

AGENDA ITEM 7	GOVERNOR MONITORING REPORTS SINCE LAST MEETING
Discussion:	The following monitoring reports were received: - PL completed a geography visit and has uploaded the report. PL reported that it was a good visit with no specific issues and a lot of good work taking place. SD reported that through the ASIA work, the LA were looking for subject specialist leads and had put VM forward to lead history and geography across CWAC. SD confirmed that VM has been appointed following a successful interview. - HB has completed a SEND visit and reported good progress with the main barrier being attendance affecting some of the children. Adaptive teaching was discussed which will be a focus for next year. All schools across the Trust will be using Insight for high level monitoring. The Inclusion funding received will be used across the Trust for an Educational Psychologist and a Speech and Language Therapist. Each school has been allocated 5 Educational Psychologist sessions a year with one session held in reserve. - HB conducted a behaviour visit and reported on a number of initiatives to address and improve low level behaviours. - LL completed a maths monitoring visit today. Points noted included more emphasis on written methods in Years 5 & 6. Numbersense will be introduced from Reception to Year 4 to help with number bonds and times tables. White Rose will be introduced throughout the school and it is hoped that this will help with gaps in progression with the same system now being used with all year groups. - SD reported that the SATS data has been delayed, however, the teacher assessments have been uploaded. The multiplication check average was noted as around 22/25, with a slight drop in the number of pupils achieving 25/25.

AGENDA ITEM 8	CHAIR'S ACTION
Discussion:	There were no Chair's actions noted.

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AGENDA ITEM 9	HEAD TEACHER REPORT
Discussion:	The Headteacher's report was received and was uploaded to GovernorHub for review prior to the meeting. It was noted that from September a new format will be used by all Headteacher's across CDLT. The report will be added to as the academic year progresses. The following points were noted from the Headteacher's report: **Q: Who will lead on the embedding of the curriculum and the integrating of equality, diversity and justice in place of JH?** A: SD confirmed that a lot of the curriculum work will be carried out by VM with support from SLT. The EDJ work will be led by SD and SLT following a handover with JH. It was confirmed that DB will remain as SENDCO. **Q: The change to the sports premium funding was noted. The Sports Premium return figures indicate that more has been spent than the initial grant received. Do we put money in from the budget to cover the shortfall?** A: SD confirmed that the school generally spends more than the grant and it is funded from the school budget. It was noted that there has been another change announced today to Sports Premium and £8k will now be provided for the year rather than the £5k initially reported. SD confirmed that the sports premium grant will be used for the Holmes Chapel sports events which is around £2k. There is not enough funding for the sports coach all year for all classes, but will be used for the 2 new teachers' classes on a termly basis while the impact is reviewed. The remainder of the funding will be needed to replace equipment. CB noted that the curriculum is being updated and will include PE as a mandatory subject from 2028. CB suggested increasing the PE monitoring visits to once a term. **Q: The number of children requiring SEND support has increased from 18 to 24 children. It was noted that this will put more strain on DB's role but also the class teachers to ensure that their teaching is adaptive for these children.** **A:** SD agreed that it is a big jump but has been reviewed and increased where required, in particular for children joining the school. SD noted that under the new White Paper, the number of children coming under SEND will be higher. The strength of the 2 ECTs joining in September was noted and acknowledged that a strength of the school is the strong mentorship available. The update on Inclusion was noted and agreed that HB will take on the role of Inclusion Link Governor for the next academic year, particularly as Inclusion is a focus under the new Ofsted Inspection Framework. SD proposed that each governor takes on responsibility for a particular area under the Ofsted Framework. This will be discussed further at the September Business Meeting with governors asked to consider which area fits with their expertise prior to the meeting. **Action: Governors to consider which area of the Ofsted Inspection Framework they can take responsibility for overseeing.** It was noted that more internal moderation was carried out this year rather than going to other schools primarily due to cost. CDLT are considering introducing hubs for moderation to develop moderation across the Trust.

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	The increase in unauthorised absences was noted with 40 more instances of holidays since March totalling 87 unauthorised absences.

AGENDA ITEM 10	DATA UPDATE
Discussions:	The data will be reported in the autumn term following the delay in the SATS results.

AGENDA ITEM 11	SCHOOL IMPROVEMENT PLAN UPDATE
Discussion:	The Self Evaluation Summary has been written and uploaded to GovernorHub for review. SD and DB will complete the School Impact Plan over the summer for next year. The main priorities will be attendance; progression of foundational skills including oracy, handwriting and Numbersense; SIAMS and spelling and transcription within writing.

AGENDA ITEM 12	CONSIDERATION OF STRATEGY 2026/27
Discussion:	Governors agreed to review their work over the past year and discuss strategy for next year at the Business Meeting in September. **Action: JW to include governor review and strategy in the agenda for the meeting in September.**

AGENDA ITEM 13	FINANCE UPDATE
Discussion:	Governors received the Management Accounts which were shared on GovernorHub prior to the meeting. JT noted that the school has maintained a balanced budget as reported at the last meeting. LL reported that responses have been received from the WI and Parish Council regarding the lettings' charges. A flat rate has been proposed for the WI and the Parish Council meetings with the requirement that they need to provide their own insurance and risk assessments. Responses to the new rate have not been received to date.

AGENDA ITEM 14	CHRISTIAN ETHOS and SIAMS PREPARATION (Standing Item)
Discussion:	SIAMS preparation is ongoing and a detailed SEF has been prepared. The CEO has visited as the Trust will need to report to the SIAMS Inspector on the impact and support of Christian Distinctiveness at Trust level. The CEO observed Collective Worship and carried out a learning walk to observe RE teaching and met with the Ethos group. SD and DB will prepare the collective worship plan for the year and circulate in September. LL reported that the Ethos group have completed and will present their collective worship on courageous advocacy next week. SD and the Year 5 Ethos group visited Capenhurst Primary School last week with the music teacher (JS) to rehearse a new Trust song written by JS.

AGENDA ITEM 15	SEND UPDATE (Standing Item)
Discussion:	DB confirmed that an appeal to the SEND tribunal has been successful and an EHCP will be

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	put in place for an additional child.

AGENDA ITEM 16	PREMISES UPDATE (Standing Item)
Discussion:	JT reported that the work on the new storage space is underway and the roof leak has been repaired. Cassidy and Ashton have been allocated to the school as building consultants and will meet with JT, SD and the CFO over the summer. They will carry out a walk round and will prepare a condition report to form the basis of potential CIF bids. One area noted was the fire safety shutter on the kitchen.

AGENDA ITEM 17	HEALTH & SAFETY (Standing Item)
Discussion:	The final health and safety report has been issued with a score of 98%. One of the issues was the tree survey which is outstanding and in progress with quotes being obtained. There were no allergens reported. JT confirmed that the school has ordered the Epi pen kits required following the introduction of Benedict's Law. It was confirmed that all staff have completed training.

AGENDA ITEM 18	SUSTAINABILITY GOVERNOR AND CLIMATE ACTION PLAN (Standing Item)
Discussion:	CB noted that the action plan is in place with short, medium and long-term actions across the 6 areas. CB has arranged an informal visit which will set out some guidance and possible areas where changes can be considered and phased in.

AGENDA ITEM 19	CYBERSECURITY AND GDPR (Standing Item)
Discussion:	It was noted that Cybersecurity training will be renewed in September. There were no GDPR breaches or SAR requests.

AGENDA ITEM 20	MAT CORRESPONDENCE
Discussion:	The next Chairs' meeting is 14th July and an update will be provided after the meeting.

AGENDA ITEM 21	PROCEDURES / POLICIES FOR REVIEW/APPROVAL
Discussion:	The updated health and safety policy was reviewed and approved by governors. **RESOLVED:** That the Health and Safety policy is approved.

AGENDA ITEM 22	TRUSTEE REPORT (standing item)
Discussion	AM presented the Trustees' report. - It was confirmed that the tree stumps will be removed during the summer.

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	- The planting has been put on hold due to the warm weather. - It was proposed, and agreed, that the Trustees present the Year 6 leavers with a copy of 'Our Village School 300 Years of Lower Peover School 1710 - 2010' at the Leavers' Service on 22nd July.

AGENDA ITEM 23	**ANY OTHER BUSINESS & SUCCESSES & CELEBRATIONS**
Discussion:	The Inset days for 2027-28 were proposed as 1st September 2027, 22nd October 2027, 4th January 2028 and 20th and 21st July 2028. **RESOLVED:** Governors approved the Inset days noted above. Governors noted their thanks to JH for his work over the last 10 years at Lower Peover and wished him well in his new career. The Shanghai children have visited this week and also attended an event organised with parents and children who were on the Shanghai trips. The Chester Cathedral Year 6 Leavers' Service was attended by JH and LL.

AGENDA ITEM 24	**DATE OF NEXT MEETINGS**
Discussion:	The following meeting dates for 2026/27 were agreed: **Business meeting:** Thursday 17th September 2026 at 4.30pm **Autumn 1:** Thursday 22nd October 2026 at 4.30pm. **Autumn 2:** Thursday 3rd December 2026 at 4.30pm **Spring 1:** Thursday 28th January 2027 at 4.30pm **Spring 2:** Thursday 11th March 2027 at 4.30pm **Summer 1:** Thursday 27th May 2027 at 4.30pm **Summer 2:** Thursday 8th July 2027 at 4.30pm

Part 1 of the meeting closed at 5.55pm

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