Chester Diocesan Learning Trust
Shaping Better Futures. One Body; Many Parts

Chester Diocesan Learning Trust
LOCAL GOVERNING COMMITTEE MEETING- LOWER PEOVER CE PRIMARY SCHOOL
Thursday 17th September 2026

MINUTES OF THE LOCAL GOVERNING COMMITTEE MEETING LOWER PEOVER PRIMARY SCHOOL			
Date:	Thursday 17th September 2026 at 4.30pm		
Venue:	Lower Peover Primary School		
Attendees:	**Name:**	**Governor Type:**	**End of term of office:**
	Louise Lawton (LL)	Foundation Governor – Chair	19/03/2027
	Sharon Dean (SD)	Head Teacher	N/A
	Hannah Burgoyne (HB)	Foundation Governor	21/10/2028
	Kirsten O'Shea (KOS)	Foundation Governor	23/10/2027
	David Bradley (DB)	Staff Governor	26/04/2030
	Graham Norbury (GN)	Foundation Governor	19/03/2027
	Father Murray Aldridge-Collins (FM)	Incumbent	N/A
	Mark Sales (MS)	Parent Governor	10/11/2028
	Craig Blain (CB)	Parent Governor	13/12/2027
	Alun McIntyre (AM)	Co-opted Trustee	20/09/2028
Apologies:			
Absent:	Peter Longinotti (PL)	Foundation Governor	31/05/2029
In attendance:	Julie White (JW)	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

Item	Information
Opening prayer	FM opened the meeting in prayer.
Welcome and apologies for absence	LL welcomed all to the meeting. No apologies were received. It was confirmed that no response had been received from PL.
Declaration of any other business	There were no declarations of any other business noted.
Declarations of business interests • **Confirmation current declarations are up-to-date** • **Any specific declarations in relation to agenda items below**	Governors were reminded to complete their annual declarations of interest on GovernorHub. There were no declarations of interest in relation to items on the agenda.

Approval of non-confidential minutes of LGC meeting held on 9th July 2026.	HB proposed and DB seconded that the Part 1 minutes of the meeting on 9th July 2026 be approved as a true and accurate record of the meeting. **RESOLVED:** That the Part 1 minutes of the meeting on 9th July 2026 are approved as a true and accurate record of the meeting.
Actions/Matters Arising	The actions from the last meeting on the action log were noted and agreed these points would be covered later in the meeting.
Chair's updates on actions taken *(if any)*	There were no Chair's actions reported.

Clerk's items: **Confirmation of annual code of conduct and annual training required.**		As noted, governors were reminded to complete their annual declarations and confirm that they have accepted the Code of Conduct. Governors have been sent links to required and recommended training through GovernorHub.
Election of Chair/Vice-Chair		JW reported that a nomination had been received for Louise Lawton to continue as Chair. LL accepted the nomination and all governors in attendance voted to appoint LL as Chair for 2026/27. **RESOLVED**: That Louise Lawton is appointed as Chair for 2026/27. JW reported that a nomination had been received for Hannah Burgoyne to be appointed as Vice Chair. HB accepted the nomination and all governors in attendance voted to appoint HB as Vice Chair. **RESOLVED**: That Hannah Burgoyne is appointed as Vice Chair for 2026/27.
Standing Items		
No.	**Item**	**Information**
1	**Link Governor Visit Reports**	There were no Link Governor Reports received at this point in the new academic year.
2	**Key messages from the Trust**	LL provided an update from the last Chairs' meeting on 14th July 2026. A meeting has taken place with SL (CEO) and Headteachers to review the Culture Canvas. The Trust Song, which was written by Lower Peover's music teacher, Jay Stannard, has been positively received by the Trust. The CEO has visited all schools and discussed ways the Trust can add value to their Christian Distinctiveness. It was noted that Lower Peover's children are very articulate and aware of spirituality. DB is leading on introducing spiritual ways in all lessons. Courageous Advocacy was also noted as a key area across the Trust. The four areas of focus across the Trust were noted as Christian Distinctiveness, EYFS, Inclusion & SEND and Foundation Skills in English and Maths. The intention is to pool best practice across the schools. **Q: Would it be possible to challenge the Trust to consider developing case studies for areas of best practise, rather than Headteachers being sent to other schools, and the associated strain on time with SD being potentially sent to support other schools**? A: SD agreed to discuss with the Trust. The school will be able to apply via the CIF bid process, for capital improvements. Potential items for a CIF bid application include the perimeter fence and boiler improvements. The Governance Handbook will be issued and uploaded to GovernorHub, including an annual calendar, pro forma agendas and agenda items for meetings.
3	**Key messages to the Trust**	There were no key messages to convey to the Trust.
4	**Trustee Report**	AM reported that the main annual Trust meeting is taking place next week, therefore a full report will be given at the next meeting. It was noted that the tree stumps had not been removed but this was in hand.
Meeting specific items		

2	**Confirm Link Governors and Committees**	It was suggested that link governors are allocated to groups with suggestions being Strategy, People, Education, Operations and SIAMS/RE. Governors discussed which areas to allocate to each heading and the appropriate governors to act as link for each area. The link governors were agreed following discussion as follows: **Strategy:**– Mark Sales - Leadership & Governance, Louise Lawton - Finance & Resources **People** Craig Blain - Staff development & Wellbeing and Workload - **Education** Hannah Burgoyne & Kirsten O'Shea - Early Years, Curriculum & Progress, Hannah Burgoyne - SEND/Inclusion/Pupil Premium/LAC and Safeguarding **Operations:** Alun McIntyre & Graham Norbury - Health & Safety/Premises, Louise Lawton - Governor Development. Governors suggested that all governors should include an element of safeguarding in all link visit reports while having one governor overseeing all aspects of safeguarding. The format of the monitoring visit reports was discussed and agreed that each area would have their own format depending on what is covered during the visit. Governors agreed to share their reports based on the CDLT templates and recognised that the format will evolve over time. In addition, it was agreed that HB will continue as link governor responsible for allergy reporting in accordance with Benedict's Law. HB is also the link governor for Behaviour & Attendance. Subject link governors were agreed as follows: English – MS Maths – LL RE including SMC/PHSE – LL PE – CB History/Geography – PL EYFS - KOS Science - MS Collective Worship/SIAMs - LL & FM GDPR – AM Sustainability & climate action plan/Cybersecurity - CB Food standards – AM
3	**Review of the new School Development Plan**	The SDP has been written by SD & DB with staff input. SD is making some changes to the draft and will share with governors once the changes have been incorporated. The main areas for development this year were noted as Maths, Writing, Foundational Skills and EYFS.

4	**Governor review and strategy**	Prior to the meeting, governors were asked to consider the role and impact of the LGC, the difference made during the last academic year, what governors learned from their work and experiences, priorities for 2026/2027 and how governors will measure and demonstrate the impact of these priorities. It was agreed that governors supported the school and staff through the academisation process. Support was also received and welcomed in the recruitment of new staff. Governors discussed whether there had been effective challenge and monitoring during the last academic year. It was suggested that there could be more monitoring in certain areas. Governors were challenged to reflect on their individual areas and determine the impact of their visit on the school. SD noted that monitoring visits were good last year and staff felt they were positive visits. Governors provide good challenge as a critical friend. Governors were encouraged to review the Academy Governor Training Module on GovernorHub. Governors discussed including monitoring as a priority this year. It was suggested that there could be more follow up on actions and to consider the difference the visit has made and what impact it has had. It was noted that there is a section in the CDLT Governance Handbook on monitoring visit procedures and templates. Visibility of governors was discussed and it was considered whether governors wanted to be more visible to the parent community and where this could be increased. Governors agreed to include a 'Governor of the Month' feature in the School Newsletter to introduce governors to parents. It was agreed to discuss further at the next meeting.

5	**SIAMS Update**	SD presented an update for Governors on the SIAMS Inspection, which is due this academic year. SD has prepared a Self-Evaluation Summary based on the questions that will be asked during the inspection. This will be reviewed with staff and FM and circulated to Governors. Governors were recommended to complete a SIAMS training course, possibly through the DBE. Key points and questions from the presentation were noted as follows: 1. Christian Vision is in the heart of what goes on in the school and embedded in all activities. The SIAMS Inspection will consider how the Vision enables pupils and adults to flourish. 2. How does the curriculum reflect this Christian Vision? It was felt that the school does this well and it has been noted by visitors to the school. The school has a bespoke curriculum, particularly for history and geography. There is a 2 page plan for every subject and this includes how spirituality is embedded throughout that subject. 3. How is daily collective worship allowing adults and pupils to flourish? Collective Worship has been refined again this year with DB responsible for the Content of Collective Worship. 4. How does the theologically rooted Christian Vision create the culture where pupils and adults are treated well? It was noted that pupils and staff work hard and the culture in school is strong. 5. Active Culture of Justice and Responsibility, which covers Courageous Advocacy, was noted as good in the school with ongoing work encouraging the children to be more articulate around this area.. Governors were asked to consider ways to create children as leaders within the school or consider people who could come into school to work with pupils in the area of Courageous Advocacy. **Action: To consider inviting parents into school to talk to classes about leadership roles.** 6. Is the RE curriculum effective? It was agreed that the school's RE books and curriculum is very deep with children able to talk effectively about theology and the social sciences. SD noted the main challenge for this school is the strength of governors' monitoring of the Christian Vision, character and its impact. The Inspector will be given 10 days' notice of the inspection and the Headteacher is contacted 5 days before the inspection date to agree the lines of enquiry. The inspection will take place over 1 day.
6	**Receive report on safeguarding (including confirmation that all staff have read KCSIE Part 1).**	SD confirmed that all staff have completed safeguarding training and have read the updated Keeping Children Safe in Education guidance. All governors were reminded to read the updated KCSIE.
7	**Review the school's vision and its impact on school life.**	This was covered during the SIAMS presentation in Agenda Item 5.
8	**Review statutory website checklist to ensure compliance.**	HB has completed a review of the website and will send some recommendations of updates required to JT.
9	**Review all policies requiring renewal**	The updated Collective Worship Policy was circulated for review, prior to the meeting. All Governors approved the updated policy. **RESOLVED:** The Collective Worship Policy is approved.
10	**Any Other Business** **Reflection on discussions today – have we reflected our Trust and school values?**	There were no items of Other Business discussed. Governors confirmed that discussions reflected the Trust and School values.

Agree any items deemed to be confidential	Confidential items were discussed in Part 2 of the meeting.
Dates of next meetings:	The next meeting is agreed as 22nd October 2026 at 4.30pm

Meeting closed at 6.20pm after the Confidential discussion.

Actions from LGC Meeting on 17th September 2026			
Agenda Item	**Action**	**By whom**	**Action Deadline**
5	To consider inviting parents into school to talk to classes about leadership roles.	All	22.10.26

ACTION	**RESPONSIBILITY**	**DEADLINE**	**COMPLETED/ ONGOING**
Actions from 9th July 2026			
Governors to consider which area of the Ofsted Inspection Framework they can take responsibility for overseeing.	ALL	17.9.26	Completed
To include governor review and strategy in the agenda for the meeting in September.	JW	17.9.26	Completed

The Board have agreed that
these minutes are a true record
of the meeting.

Chair _____

Date _____