



St. Mary's CE Primary School
Full Governing Body Meeting
Thursday 23rd January 2025 – 6.00 pm

AGENDA

1. Welcome/Opening Prayer/Apologies.
2. Declarations of Interest.
3. Governing Body Administration (verbal):-
 - (a) Update on GB Membership:-
 - Reappointment of Phil Pyke and Katrina Johnstone
 - Appointment of Paula Greenwood to SDBE Foundation Governor
 - Appointment of Melinda Allison
 - Appointment of Phil Lyons
 - (b) Succession Planning – LoR end of term
 - (c) Governor Safeguarding Training Update
 - (d) DBS Checks and GIAS – confirmation all up-to-date.
 - (e) Governor working mornings (Spring term - 19th March 9.15 to 12.00/ Summer term – 19th June 1.00 to 3.00)
 - (f) GDPR Reminders
5. Minutes of the previous full Governing Body meeting held on 26th September 2024 and matters arising.
6. Verbal reports from committees:
 - (a) Pupil Committee (17th October)
 - (b) Leadership & Management (4th December)
 - (c) Resources Committee (7th January)
 - (d) *Faith Group – minute approval of RE Syllabus, RE and Collective Worship Policies*
7. Head Teacher's report to governors (including Safeguarding Appx A)
8. School Link Inspectors (DISP & LEA) termly note of visits.
9. Financial Management:-
 - (a) Budget Plan Monitoring
 - (b) Budget 2025-26 – approve delegation to Resources Committee.
 - (c) Schools Financial Value Standard (SFVS) - approve delegation to Resources Committee.
10. Safeguarding

11. Training update – (reminder of governors’ commitment to undertake at least 2 training courses per annum and clarification of how costs will be covered).
 - a. *Bishop’s Certificate Update*
12. Teachers’ Pay & Appraisal Report.
13. Head Teacher’s Performance Management – verbal.
14. Policies:-
 - (a) Admissions Policy 2026-27
 - (b) Behaviour Principles.
 - (c) *Minute approval of PPG Report*
 - (d) *Minute approval of Disciplinary Code*
15. Any Other Business (including any confidential business)
16. Date and time of next FGB meeting: **Thursday 15th May 2025 @ 6.00 pm**

SUMMARY OF ACTION POINTS from 26th September 2024 Meeting

Pt	Summary	Action
Item 3	Succession Planning – Governors to consider if they wish to stand for the role of Vice Chair with effect from September 2025 and to discuss this with the Chair or Vice Chair.	Governors
Item 4 6(c)	Faith Group Minutes 26th March – JW to review the minutes to ensure they capture the theological discussion at the meeting.	JW/Headteacher
Item 5 (b)	Scheme of Delegation – undertake minor amendments to this document regarding which governors can be involved in panel hearings	Chair
Item 6 (a)	Bishops Certificate – Circulate list of attendees for each module. There is a max of 4 attendees per module so governors to consider if they can join any modules where the numbers are low.	SD/Governors
Item 8 (b)	Playground Redevelopment Next Steps – ensure this is on the Resources agenda	Chair/Clerk
Item 9 (b)	Safeguarding – all governors to undertake safeguarding training and to notify SD when completed. SD to share record of Safeguarding training with Headteacher	Governors/SD/
Item 10 (b)	Admissions Policy 2026-27 - to be reviewed at Autumn Pupil Committee.	Clerk/LoR
Item 11(d)	Policies – L&M Committee to review the following school policies which are not detailed in the Wandsworth HR Handbook. <ul style="list-style-type: none"> • Changes to Staffing Structures • Equality Opportunities in Employment 	Clerk/KJ
Item 12	Cost of Clubs – paper regarding the cost of clubs to be considered at Resources	Clerk/SAb

SUMMARY OF ACTION POINT from 7th January 2025 Resources Meeting

Item	Action	Owner	Deadline
9	GDPR: <ul style="list-style-type: none"> • At the Spring FGB meeting to remind governors that they should not save governor documents on their own computers. • At the Spring FGB meeting remind governors that they need to complete GDPR training • Circulate link on GDPR training on educare for governors to complete 	Clerk/PG PG SAb	Spring FGB Spring FGB Post Spring FGB