



St. Mary's CE Primary School
Full Governing Body Meeting

Thursday 25th September 2025 @ 6.00 pm
Venue: Year 6 Classroom

1. Welcome / Opening Prayer / Apologies.
2. Declaration of Interests.

6.10 – 6.25 Governor Admin Part 1

3. **Election of Chair (Co-Chair) and Vice Chair.**
4. **Committee Updates – Chair and Membership**
5. **Link Governor Roles**
6. **Minutes of previous FGB meeting held on 15th May & Matters Arising.**
(Summary of Action points set out below for ease of reference) (Paper 6 attached)

6.25 – 7.00 GOVERNING BOARD STRATEGY AND ADMINISTRATION Part II:

7. Governing Board Administration:

- a. Review Instrument of Government (*to ensure it is fit or purpose*) (Paper 7a attached)
- b. Review Scheme of Delegation and committee structures (Paper 7b attached)
- c. Code of Conduct: Adopt Code of Conduct 2025/26 - all Governors to sign confirmation form (Paper 7c/7ci attached)
- d. Register of Business & Pecuniary Interests 2025/26 - all Governors to complete and sign attached form – information will be published on website. (Paper 7d attached)
- e. Disclosure & Barring Checks (DBS) Checks.
- f. Get Information about Schools (formerly Edubase) – Confirm this is up to date.
- g. Annual Governance Impact statement. (Paper 7g attached)

8. Governing Board Strategy 2025-26:-

- a. Agree Governing Board Annual Work Planner 2025-25 (Paper 8a attached)
- b. Update re completion of GDPR and Cybersecurity training.
- c. Update on governor training.
- d. Governing Board Self Evaluation.
- e. Way Forward – review terms of reference for MAT review group
- f. Preparation for Ofsted and SIAMS inspections

9. Governing Board Committees Updates:-

- a. Pupil. (LoR)
- b. L&M. (PG)
- c. Resources. (IK)
- d. Faith Group
- e. Agree HT Performance Management Committee.
- f. Pay Review Committee.
- g. Admissions Committee membership

7.00 – 7.30 REPORTS

10. School Reports

- a. Headteacher's report. (Paper 10a attached)
- b. Three Year Strategy (verbal)

11. Safeguarding:-

- a. KCSIE – new guidance 1st September 2025 – all Governors to sign to confirm they have read the guidance. (Papers 11a/11ai)
- b. Report from Link Governors.
- c. Safeguarding Training – 20 November 6pm

12. Health and Safety:-

- a. Report from Link Governor. (verbal)

7.30 – 7.50 FINANCE AND POLICIES

13. Financial Management:-

- a. 2025 -26 Budget Plan monitoring (Receive and Note). (Paper 13a attached)
- b. Adoption of LA Financial Handbook Procedure and approval of Scheme of Financial Delegation.
- c. Staff Pay awards 2025.
- d. Approval of School Journey – January 2026

14. Policies:-

- a. Safeguarding & Child Protection. (Paper 14a attached)
- b. SEND Information Report
- c. Approval of HR Handbook. (List of Policies attached as Paper 12e)

15. Any Other Business.

16. Date and time of next meeting:- (Meeting date schedule 25/26 re-circulated as Paper 16)

Autumn Committee Meetings:-

- Pupil 16th Oct @ 6.00 pm (virtual meeting)
- L&M 13th Nov @ 6.00 pm (virtual meeting)
- Resources 4th Dec @ 6.00 pm (virtual meeting)
- Faith Group 4^h December @ 13.45 (at school)

Spring FGB meeting – Thursday 15th January 2026.