



MINUTES OF THE FULL GOVERNING BODY MEETING
DARNHALL PRIMARY SCHOOL
HELD ON THURSDAY 28th MAY 2024 AT 18.300pm
Meeting held virtually over Teams

Members of the Governing Body

Name	Category of Governor	Date of end of tenure	Designated Role	Attended
Mrs Sarah Tomlinson	Headteacher		Headteacher	✓
Mr Richard Strachan	Co-opted	19/05/2028	Chair SEP 25	✓
Ms Jackie Stringer	Co-opted	20/05/2025	Co Vice Chair May 25	✓
Mrs Steph Crane	Co-opted	09/05/2027	Co Vice Chair May 24	✓
Mr Chris Bate	Co-opted	09/05/2027		✓
Mr Andrew Robinson	Co-opted	01/03/2027		✓
Ms Chloe Lupton	Staff	21/10/2025		Apologies
Mr Richard Mault	Parent	19/10/2026		✓
Mrs Lyndsey Tasker	Parent	25/03/2025		✓
Mr Colin Meachin	LA	09/07/2024		Apologies
Vacancy	Co-opted			
Vacancy	Co-opted			
Also in Attendance				
Stephen Ewell	Clerk to Governors			✓

Part One Non-Confidential Minutes

1. APOLOGIES FOR ABSENCE

Apologies had been received in advance of the meeting from Chloe Lupton and Colin Meachin.

RESOLVED:

- That the apologies received from Chloe Lupton and Colin Meachin be accepted.
- That the meeting was deemed quorate.



2. DECLARATION OF PECUNIARY INTEREST

There were no additional declarations of pecuniary interest for this meeting.

RESOLVED: that there were no additional declarations of pecuniary interest for this meeting.

3. BUDGET 24/25 APPROVAL

The Headteacher informed Governors that the Finance Committee had met to consider two scenarios for the Budget 24/25. The scenarios were dependant on whether one of the Deputy Headteachers had found a new role. This has not been the case so the scenario for consideration was Scenario A.

Scenario A will include both Deputy Headteachers, with the addition of a 0.6 Teacher to free up some Leadership time for one of the Deputy Headteachers. Both Deputies will be teaching, and there will be a move around so that TM is in Key stage 1 and will have more Leadership and Management time, and SJ will be in Key Stage 2 and will be supported by the Headteacher.

The Headteacher was recommending Scenario A to Governors for approval. The summary Budget and Three-Year Plan is detailed below.

SECTION 1 - SUMMARY MEDIUM TERM PLAN	Forecast 2023-24	Forecast 2024-25	Forecast 2025-26
(A) Balance Brought Forward (previous E)	13,402	-114,196	-45,068
(B) Projected Income (From F)	3,035,122	3,257,920	3,260,880
(C) Projected Expenditure (from D)	3,162,720	3,188,791	3,214,045
(D) In year surplus/-deficit (B-C)	-127,599	69,129	46,835
(E) Projected Carry Forward (A+D)	-114,196	-45,068	1,767

The outturn for 23/24 is now confirmed as £114k deficit, and the plan clearly illustrates a recovery of the deficit by the end of 25/26. It will be important to demonstrate to CWAC that the deficit position is recovered in two years rather than three years.

There is the potential to consider some restructure of staff in the future, but in terms of the Safeguarding Team this is likely to remain as is due to the high demand from Safeguarding incidents in school currently.

Richard Mault joined the meeting at 18:16pm.

ML (28 hours in Admin) has made the decision to retire and will be replaced with a 15 hours Receptionist, which will generate some savings. The school will also be looking at what additional funding the school can access to support children with additional needs.



Q. *Will there be any impact from the changes in the level of cover in Admin with ML retiring?*

A. *L will remain in Key Stage 1 from 8:00am until 4:00pm so there will be cover in place. 8:00am until 11:00am is the really busy time and this will always be covered. There is also some additional voluntary support in place which provides further cover for peak times.*

The Headteacher added that HR had advised the school not to recruit at this stage, and that a restructure of the Admin Team would be considered in future.

One more member of the teaching staff has indicated that they will be going on maternity leave. Any further review of the Leadership Team in future will depend on whether the school acquires the mobile classrooms.

Q. *What is the up-to-date situation with the mobile classrooms?*

A. *The school has not yet received any decision, and if the go ahead is given then a reworking of the Budget would be required. The acquisition of the mobiles will have a positive impact on the Budget.*

The Headteacher summarised stating that the staff had already been briefed on the proposed plan, and she recommended Scenario A to Governors for approval.

The Chair noted that it was a strong plan, and the school was in a good position being able to clear the deficit position within two years.

RESOLVED: Governors approved the Budget 24/25 Scenario A.

4. DECISION SUMMARY

- Governors approved the Budget 24/25 Scenario A.

5. AOB

The Chair stated that the meeting scheduled for 13th June 24 would be dedicated to discussing the proposed acquisition of the mobile classrooms and Matthew Young would join the meeting to provide recommendations.

6. DATE AND TIME OF NEXT MEETING

The next meeting will take place on Thursday 11th July 24.

Signed: **Date:**

There were no further matters to discuss and the meeting closed at 18:24pm.

Darnhall Primary School FGB

28th May 2024

Part 1 Minutes