



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Wednesday 11 February 2026 at 5.00 pm in School

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
01/26	<p><u>Present</u></p> <p>Laura Martin, Chair (LM), Ian Johnson, Headteacher (IJ), Siobhan Bedford (SB) arrived at 5.20pm, Claire Cole, Vice Chair (CLC), Clare Connor (CC), Louise Wilber (LW).</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence</u> – Liz Sherratt</p>	
02/26	<p><u>Governor Administration</u></p> <p><u>Declaration of Pecuniary Interests</u> – Governors were reminded to sign annual declaration and return to Clerk via email. Governors to also declare any interests from this agenda. Nothing declared.</p> <p><u>Review of Membership</u> – LM’s Term of Office expires on 16th February this year. She has spoken with IJ and has decided to continue in post until the end of this academic year only. LM continues to pursue recruitment with DCC. Governors prefer someone with HR background who does not just work remotely. LM has parents to speak with who have shown an interest. There were no Co-Chair volunteers at present. Governors discussed various parents who may be interested in the role. CLC to pursue.</p> <p><u>Governor Visits Schedule</u> – Training day feedback. This had taken place on 28th January 2026. The day had been fruitful with lesson observations and discussions with teachers. Reports uploaded to Governorhub. LM stated that as parents, there is an unwritten rule to not observe in our own children’s classroom. It is awkward for both the children and the member of staff. LM felt that it would be beneficial for this to be included in a policy. LM to update the governor action plan.</p> <p><u>Skills Audit</u> – This has been uploaded to Governorhub. As this was not completed during the Governor Day as planned, Governors to complete and email to Clerk.</p> <p><u>Governor Training and Development</u> – SB/CLC/LM attended the finance training which had proved really useful. Different types of funding had been discussed, tips on which questions that governors should ask, when budgets are set were all discussed. Dates for all training have been uploaded to Governorhub.</p>	<p>All</p> <p>CLC</p> <p>LM</p> <p>All</p>

03/26	<p><u>Review of minutes from FGB 12 November 2025</u> The minutes had been circulated to Governors prior to this meeting.</p> <p>The minutes were accepted by all governors as a true record of the meeting. They were remotely signed and dated by the Chair.</p>	Accepted
04/26	<p><u>Matters arising</u></p> <p>There were no outstanding actions from these minutes.</p>	
05/26	<p><u>Finance</u> The finance report was circulated to Governors prior to this meeting. CLC had communicated with IJ regarding the report resulting in the following questions and answers being provided (no changes made):</p> <p><i>I have looked through the finance report. As the carry forward is stable, we are in the same situation so no dramatic changes, but as I looked through each line, there were quite a few differences from the last report, so there are more questions than I thought there would be - apologies!</i></p> <p>Midday Supervisors - have we filled some of the positions, as the positive variance has reduced by £2.5k? <i>Yes, we have filled two of the vacancies (one on a relief contract and one permanent). We have also included extra hours as the Midday Supervisor Team are receiving some Outdoor Learning training from Lindsey Hobbs.</i></p> <p>Caretakers - do we still have a vacant post? <i>This has been filled by someone who started just before Christmas. Same hours as previous Caretaker.</i></p> <p>Repairs & Maintenance - what has resulted in the £2k variance?</p> <p>Two items in particular include:</p> <ul style="list-style-type: none"> • <i>New fencing for sensory pathway (£980)</i> • <i>Hot tap callout charge (£220)</i> <p><i>To be honest, there are a number of different things that break or need repairing that we don't always budget for so I feel a 2k variance is acceptable. Hopefully nothing else fails!</i></p> <p>Gas & Elec - big underspends. The note refers to "possible reduction" - does this refer to a reduction in the budgeted figure next year? <i>These are her notes prior to the meeting so are for 25/26. We have already reduced from our original forecast. As the gas/electricity unit costs are set after the budget is determined, sometimes it is difficult to know what an accurate forecast looks like. That said, our boilers, thanks to the work of Simon, are functioning better than they ever have and there is a real determined effort to be cost effective with electricity consumption in school.</i></p> <p>Cleaning - how is the cleaning £2k under budget? It's a big underspend against a £6.5k budgeted cost. <i>Much better procurement of resources and fewer hardware items purchased e.g. hoovers.</i></p> <p>ICT learning resources - the overspend on tablets was £2.5k on the last report, but only £500 overspend on this report - is there a link to the capex for Computer Hardware? Is £10,187 the remaining capital budget available? Or is there more to come? <i>We purchased the latest batch of tablet devices using our devolved formula</i></p>	

	<p>capital allocation. See 62709. So 10187 subtract 4725 would be our remaining balance. We intend to keep this to help pay for a toilet in the new outdoor classroom. Ignore 62702 as this cost is being covered by the LA (this was the tendering costs for the new classroom).</p> <p>Alt Education Provision - what is the Respect Collab Trust? This trust lead on Alternative Provision arrangements in the city. So we have one child who attended Alternative Provision before Christmas and this is how much it cost us to send her. She now attends Bridge St and is dual registered with us and them.</p> <p>Subscriptions and Registrations - have we signed up to more? The year end forecast has risen from £19k to £21k. Yes, we have purchased Clicker 8.</p> <p>Could you give an overview of the Agency and Contracted Services - the year end forecast has risen from £194k on the last report to £214k on this report. The variance has risen by £20k between the two periods. The three main cost centres accountable for this increase are:</p> <ul style="list-style-type: none"> • A 5k increase in Teacher Supply costs. • A 12k increase in Teaching Assistant Supply costs. • A 5k increase in Bought in Professional Services. 1480 of this was miscoded (see notes). The other 3.5k is because we have increased music provision to Y2 (meaning a Teaching Assistant no longer has to cover it in an afternoon). <p>Are parental contributions covering the costs? Has parental contribution increased after efforts by the office to encourage payment? Sadly not. It is too early to say at this stage due to the impact of Con Dover and PGL payments being spread across the financial year but it looks like it could be anywhere between a 6 and 8k deficit.</p> <p>Will 62702 new construction match against 48624 Direct Revenue Financing, for the new building? No. The LA are paying the contractors directly. We will not see any monies come into or leave our account.</p> <p>CLC explained her questions and payment for school trips was discussed. IJ said that the payments from parents are not covering the outlay for the trip. The coach cost is very high. There is currently a £6-£8k deficit. SB asked if the PTFA fundraising is used for the trips? IJ said that the cost is subsidised by the PTFA and Pupil Premium. The issue is that the payment is optional and some parents do not pay. SB asked if this would affect trip viability. EB said that all of the trips and residentials have increased in price. Help is offered to parents who can't afford to pay. School tries to have other activities coming into school too.</p> <p>No further questions were raised.</p>	
06/26	<p><u>Premises/Health and Safety</u> SBM/Site Manager/Headteacher reports Maintenance priorities.</p> <p>A premises report from Site Manager Simon Burdell was circulated to Governors prior to this meeting. IJ explained that it is a working document which is updated by Simon throughout the year. Marked in red. School received a score of 99% for the recent Health and Safety audit. IJ said that this is the highest score ever received.</p> <p>Extract from report: The annual RoSPA inspections for internal and external play will take place in</p>	

	<p>February. The external play areas have been greatly improved during the year. Some pieces of equipment have required substantial underground support with concrete foundations. Other areas have benefitted by renewing the surfaces with artificial turf. We constantly check the equipment for natural splits and shakes and repair with a multipurpose elastomer putty. We have also replaced various ropes and bearings during the year.</p> <p>There are still a couple of items I want to complete before their visit. We are currently in the process of installing a large artificial grass surface under the swings on the field. I also want to renew the wooden log seats on the swings. We are working through the condition survey and intend to redecorate the disabled toilet area and the upstairs boy toilets during the February school holiday.</p> <p>IJ said that he wanted part of the trim trail repaired. An all-weather bed is to be installed under some equipment.</p> <p>LM said that she would like to thank staff for opening during the recent snow. IJ said that lots of children came into school that day.</p> <p>Caretakers – One caretaker has left and a replacement has been found.</p> <p>Thanks to Simon for this report.</p> <p>No further questions were asked.</p>	
07/26	<p><u>Policies/Documents for Ratification</u> None presented. LM/CLC had ratified 2 policies prior to this meeting: Snow Days Policy and Work Experience Policy.</p>	
08/26	<p><u>Headteacher's Report - circulated prior to this meeting</u></p> <p>School Development Priorities 2025-2026</p> <ol style="list-style-type: none"> 1. To further enhance reading for pleasure opportunities in order to promote a positive whole school reading culture 2. To embed opportunities for stretch and challenge across the curriculum 3. To further enrich outdoor learning experiences across the school community 4. To continue developing fluency and confidence in mental and written calculation methods across all year groups <p>IJ said that in September, school will be below national average for children with an EHCP. From an income perspective over 3 years, 20 EHCPs will be lost. SB asked if this will affect the TAs involved. EB said that the need for TA support is still extreme. The nurture groups arose because of the high needs of children who don't need an EHCP. IJ said that focus from government is on how to train existing staff to meet those needs. DCC would also like you to solve this yourselves.</p> <p>School Priorities - IJ explained the 4 priorities and their colour coding. Each priority now has its own action plan which is highlighted with what has been completed so far. The autumn term is highlighted in yellow, red for spring and purple for summer.</p> <p>Priority 1 – LS had observed reading and commented on this in her lesson</p>	

	<p>observation report (uploaded to Governorhub).</p> <p>Priority 3 – LW said that the new fruit trees are arriving on Thursday and Friday. The ornamental trees are arriving on 25th. They will be planted around the perimeter of forest school. Training has been arranged for 10th March with Lyndsey and will include safe use of fire outdoors. She will spend a whole day in school. The new poly tunnel has arrived.</p> <p>Outdoor Classroom - Work has started on the outdoor classroom and school has been awarded another £10k towards this. Works are expected to take 6-8 weeks.</p> <p>Cubbie - A Cubbie (a sensory pod for vulnerable children) is arriving soon. It will go in the sensory room towards the end of the main corridor on the right-hand side.</p> <p>Safeguarding/Behaviour Report – Two children have left so there has been a significant reduction in verbal and aggressive behaviour towards peers and staff.</p> <p>Staff – A new caretaker has started. A new music teacher from Y2 to Y6 has started (replacing PPA cover).</p>	
09/26	<p>GDPR Nothing discussed.</p>	
10/26	<p>Complaints Nothing received. IJ has put a link on the website explaining How to Complain.</p>	
11/26	<p>Safeguarding No questions were raised by Governors. See 08/26.</p>	
12/26	<p>Wellbeing and Equality SB asked if the mental health lead training would be offered to all staff. EB said that it would and that several staff will share the role of mental health lead. CC said that she was going to bring her dog into school again as a therapy dog. CC said that she had arranged another quiz as a fundraiser for Friday 13th March. CC has chatted to some parents regarding a smart phone free environment. No issues around them in school currently. IJ said he allows them in school but they are locked up for the day. If parents want their children to have one then he is not averse to that. CC said that the phone itself will not keep the children safe. EB said that it is the whatsapp groups which are the issue. SB said that parents should consider the issue through parent voice.</p>	
13/26	<p>Determination of confidentiality of business None.</p>	
14/26	<p>What have we achieved from this meeting? LM has informed Governors of her decision to stay in her role as Governor/Chair until the end of the academic year only. Governors have received an update on school activities. Discussion regarding Governor vacancies has taken place.</p>	
15/26	<p>Dates for this academic year –</p> <p>FGB 15 April 2026 at 5.00pm (in School) Budget FGB 3 June 2026 at 5.00pm (in School) FGB 15 July 2026 at 5.00pm (in School)</p>	

	<p>Governor Days (full days if possible) 20 May 2026</p> <p><i>All Meeting Dates for 2025-2026 on Governorhub</i></p>	
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The meeting ended at 6.15 pm

Signed _____ Dated _____