



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Wednesday 12 November 2025 at 5.00 pm in School

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
84/25	<p><u>Present</u></p> <p>Laura Martin, Chair (LM), Ian Johnson, Headteacher (IJ), Siobhan Bedford (SB), Claire Cole, Vice Chair (CLC), Clare Connor (CC), Louise Wilber (LW), Liz Sherratt (LS)</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence</u> – None</p>	
85/25	<p><u>Governor Administration</u></p> <p><u>Declaration of Pecuniary Interests</u> – Governors reminded to sign annual declaration and return to Clerk via email. Governors to also declare any interests from this agenda.</p> <p><u>Review of Membership</u> – LM welcomed Liz Sherratt to the Board as the new Parent Governor. CC to become the Co-opted Governor when her term runs out on 24th November 2025. LM continues to pursue recruitment with Governors for Schools. 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.</p> <p><u>Updates to Governor Website Pages</u> – CC volunteered to take on responsibility for this.</p> <p><u>Governor Action Plan</u> – LM had circulated the governor action plan prior to this meeting. Governors were asked for feedback/questions. Governors felt that it was a very thorough and comprehensive plan. LM requested that it was uploaded to the school web page as a pdf file.</p> <p><u>Governor Link Roles</u> – SB had volunteered for the position of SEND governor. CLC will become GDPR governor. LM will continue as Safeguarding governor.</p> <p><u>Governor Visits Schedule</u> – Training day feedback. This had taken place on 22nd October 2025. Governors had been introduced to LS. The day had been fruitful with the completion of the governor action plan.</p> <p><u>Skills Audit</u> – This has been uploaded to Governorhub. It is possible that governors may complete this as a group during the next governor day on 28th January 2025.</p> <p><u>Governor Training and Development</u> – LM attended the Chairs' Briefing training with CLC. LS will complete New Governor Training and the Flick online training. LM to arrange log in details with SS. SB to complete training for SEND governor. Dates for all training have been uploaded to Governorhub.</p>	

86/25	<p><u>Review of minutes from FGB 24 September 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
87/25	<p><u>Matters arising</u></p> <p>There were no outstanding actions from these minutes.</p>	
88/25	<p><u>Finance</u> The finance report was circulated to Governors prior to this meeting. CLC asked if the vacant midday supervisor role would be filled. IJ said yes it would and that there is currently an advert out. CLC asked about the £80k for TA supply. IJ explained that this is based on the current spend and there is some movement. One child with additional needs is leaving but more children are coming in that will require the support. CLC asked what will happen for the rest of the year, would it be agency support? IJ said that he no longer advertises for TA assistants as he needs flexible staffing. The agency staff like that flexibility and contracts are offered if the position works out. CLC asked if there are any more legal costs expected. IJ said there is nothing planned. LS asked if school has contingencies in place. IJ said that there is usually £20k to £30k predicted as a carry forward figure so this gets eroded when there are unplanned costs. 90% of the expenditure is for staffing so it is difficult to save on these costs unless teachers are recruited at a lower payscale when one teacher leaves.</p>	
89/25	<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. Governors discussed in detail. IJ had requested £10k devolved capital to replace some of the tablets. In order to use this money it must be proven that we are addressing jobs that need doing. PS Midland did the risk assessment instead of the council. All ok. LEDs will be replaced as they are needed. Governors discussed the shared water supply and that it would cost too much to have separate meters. IJ said that £8k a year is spent on water and they ask for £2k from Castle to cover their usage. Caretakers – One caretaker is leaving and there have been two applications for this role. Thanks to Simon for this report.</p> <p>No further questions were asked.</p>	
90/25	<p><u>Policies/Documents for Ratification - all circulated prior to this meeting</u></p> <p>Preventing Sexual Harassment Policy</p> <p>The above document was presented to Governors prior to this meeting. LM suggested that the National College details should be taken off and replaced with Markeaton details. No further policies received for ratification.</p>	Accepted

91/25	<p><u>Headteacher's Report - Verbal</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>School Priorities - IJ explained the 4 priorities for the benefit of the new governor. IJ then informed Governors that he had changed the format slightly. Each priority now has its own action plan which is highlighted with what has been completed so far. LM commented that the different colours for each term is very helpful. The autumn term is highlighted in yellow, red for spring and purple for summer.</p> <p>LM commented on the positive culture around reading and that the reading champion is brilliant. IJ said that he had changed things slightly because of the positive nature.</p> <p>LW explained priority 4. Y6 are outside at the moment and the pond area is being enhanced. The flowers/plants will be grown from seed this year to make use of the new polytunnel. 10 trees will be planted around the perimeter of forest school. LM explained that the governor days are based around the priorities.</p> <p>Other updates – Three contractors are coming into school to give quotes for work required.</p> <p>Safeguarding – IJ explained that this is a headline view of safeguarding. SB commented on the rise in CPOMS. EB explained that some teachers put everything on cpoms.</p>	
92/25	<p><u>GDPR</u> Nothing discussed.</p>	
93/25	<p><u>Complaints</u> Nothing discussed.</p>	
94/25	<p><u>Safeguarding</u> No questions were raised by Governors. IJ said that all staff had received the latest safeguarding training and completed Flick training too.</p>	
95/25	<p><u>Wellbeing and Equality</u> CC said that she was looking at information from the survey into smart phone usage and will compile her findings. CC suggests a coffee morning or after school session to deliver. SB nominated another parent for this. Governors discussed rules around phones in other schools.</p> <p>CC said that she had discussed having another quiz as a fundraiser. The main issue is finding a compere.</p> <p>CC commented on how well prepared her child had been for the transition from Markeaton and asked for this to be passed onto the teaching team please.</p>	

96/25	<p><u>Determination of confidentiality of business</u> None.</p>	
97/25	<p><u>What have we achieved from this meeting?</u> Governors now have a good plan for the year. There had been a good discussion around the values of the school. Governors have been given an insight into the Forest School. Governors have discussed the content of the next Governor Day on 28th January.</p>	
98/25	<p>Dates for next academic year –</p> <p>FGB 11 February 2026 at 5.00pm (in School) 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) 28 January 2026 20 May 2026</p> <p><i>All Meeting Dates for 2025-2026 on Governorhub</i></p>	

The meeting ended at 6.10 pm

Signed _____ Dated _____