



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Wednesday 24 September 2025 at 5.00 pm in School

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
68/25	<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)</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence</u> – None</p>	
69/25	<p><u>Governor Administration</u></p> <p><u>Declaration of Pecuniary Interests</u> – Governors reminded to sign annual declaration on Governorhub</p> <p><u>Appointment of Chair/Vice Chair</u> Governors nominated/elected Laura Martin to continue as Chair and Clare Cole to continue as Vice Chair. The vote was unanimous.</p> <p><u>Review of Membership</u> – There were no Co-Chair volunteers at present. CC explained that her term of office will end in November this year. CC feels uneasy about continuing as a parent governor as her children have now left Markeaton School. BW suggested that she could take on the role of co-opted governor as there are currently vacancies for this role. CC to confirm. LM is continuing to approach parents regarding the parent governor roles with some interest shown. LM to also approach Governors for Schools to recruit.</p> <p><u>Standing Orders</u> - LM to date and sign as all in agreement</p> <p><u>Terms of Reference</u> - LM to date and sign as all in agreement</p> <p><u>Pay Committee Terms of Reference</u> - LM to date and sign as all in agreement</p> <p><u>Governor Code of Conduct</u> - Governors were reminded to sign the annual declaration on Governorhub</p> <p><u>KCSIE</u> – Full version on Governorhub. Governors to read and sign.</p> <p><u>Governor Visits Schedule</u> – The dates for the Governor Visits 2025-2026 have been circulated via Governorhub.</p> <p><u>Governor Training and Development</u> – Dates for all training have been uploaded to Governorhub. LM to contact DCC in order to find Jayne Hadfield's replacement.</p> <p>LM encouraged Governors to look at the available training document on Governorhub and select desired training.</p>	<p style="text-align: center;">Unanimous</p> <p style="text-align: center;">LM (all)</p> <p style="text-align: center;">CC LM</p> <p style="text-align: center;">LM</p> <p style="text-align: center;">All</p>
70/25	<p><u>Review of minutes from FGB 16 July 2025</u></p> <p>The minutes had been circulated to Governors prior to this meeting.</p>	<p style="text-align: center;">Accepted</p>

	The minutes were accepted by all governors as a true record of the meeting. They were remotely signed and dated by the Chair.	
71/25	<u>Matters arising</u> There were no outstanding actions from these minutes.	
72/25	<u>Finance</u> The finance report was circulated to Governors prior to this meeting. IJ informed Governors that the 4% pay award has been implemented. This is not usually agreed until around November but it was put forward around June and the unions agreed. There was also a 3.2% award for support staff. IJ said that teaching assistant/supply will be particularly high this year. 2-3 children have joined reception this year that will require support. Teacher supply – 2 days to cover in Y4 and Y6. IJ said that these are extra costs to keep an eye on. Energy cost is good at the moment. To keep estimated amount initially but it will probably be under this amount. No further significant changes. CLC asked about the numbers for school dinners this year. IJ said that he had forecast 80 per week. There had been slight differences in numbers over the last 2 weeks but he had budgeted for 80 a day at £2.60. CLC asked about tablet replacement, the expected lifetime and future plans. IJ said that £9k of devolved capital can be used for tech but is reluctant to use all of it for that purpose. Some issues have been identified/some dated and they will be replaced. No further questions from Governors.	
73/25	<u>Premises/Health and Safety</u> SBM/Site Manager/Headteacher reports Maintenance priorities. 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. Work had been carried out over the school holidays on the fire risk assessment. No further questions were asked.	
74/25	<u>Policies/Documents for Ratification - all circulated prior to this meeting</u> Contracts Register 2025-2026 Benchmarking reports 17/18 – Minuted that Governors have been presented with these documents. Action 19 – SLT have seen the self assessment dashboard and the benchmarking results. The above document was presented to Governors prior to this meeting. No further policies received for ratification.	Confirmed as seen
75/25	<u>Headteacher's Report - Verbal</u> School Development Priorities 2025-2026 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	

	<p>3. To further enrich outdoor learning experiences across the school community</p> <p>4. To continue developing fluency and confidence in mental and written calculation methods across all year groups</p> <p>School Priorities - IJ explained that the 4 priorities had been set after being discussed by all staff during an inset day meeting.</p> <p>Priority 1 – Children have to love reading. IJ said that local libraries are closing and opening hours are poor.</p> <p>Priority 2 - IJ said that school has seen a dip in achievement in greater depth.</p> <p>Priority 3 - Outdoor learning coincides with what we've done already and invested in. LW explained that this will impact long term. Rainfall/climate will impact on the children. The focus is on getting the children outside. IJ said that the recent heavy rain has impacted. Rainfall is different now, heavy and short term. LW said that the tarmac, grass and trees have to be proportional because of the impact of this.</p> <p>SEND Capital bid – IJ has emailed to see if school is definitely getting the £40k approved for the conversion of 'Calm Cove' into a new outdoor classroom for nurture provision and to include a disabled toilet. It was confirmed that the £40k is there for us. The council has approved the planning too. The next step is to get 4 quotes for the work.</p>	
76/25	<p><u>Complaints</u> Nothing discussed.</p>	
77/25	<p><u>GDPR</u> Nothing discussed.</p>	
78/25	<p><u>Performance Management Review Date</u> LM to set an interim date. IJ said that he had already met with Kate Nash and set his targets.</p>	
79/25	<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>	
80/25	<p><u>Wellbeing and Equality</u> CC asked how the start of the academic year had been. IJ said that it had been a hectic time but children are beginning to settle in now. Y2 have picked up the routine and settled well. Foundation group are lively.</p> <p>CC commented on how positive her child's experience of transition to another school had been.</p> <p>There was some discussion about the use of phones in school. IJ had discussed banning them but it is the parents who are most bothered about this. CC had chatted to parents and discussed incidents that had cropped up when their child didn't have a phone with them. IJ said that the children only bring their phone to school but don't use them in school anyway. The discussion continued on this topic.</p> <p>SB asked about the food bank idea. IJ said that it would not be a food hub for the community but for people identified as needing help. IJ said that he would</p>	

	reach out to the school community for donations of non perishable items. SB asked if school could give out vouchers for the food bank but IJ said that he wanted to do it all from school.	
81/25	<u>Determination of confidentiality of business</u> None.	
82/25	<u>What have we achieved from this meeting?</u> Governors now have a clear view of the next steps to take in their role. A priority is to recruit to fill the vacancies. This will be discussed further on the next Governor day.	
83/25	Dates for next academic year – FGB 12 November 2025 at 5.00pm (in School) 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) Governor Days (full days if possible) 22 October 2025 28 January 2026 20 May 2026 <i>All Meeting Dates for 2025-2026 on Governorhub</i>	

The meeting ended at 6.00 pm

Signed _____ Dated _____