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 Headteacher: Mrs R Chessell

Minutes for the Meeting of the Full Governing Board of Binstead Primary School  
 to be held at School on 16<sup>th</sup> December 2025 at 5.30pm

<b>Governor</b>	<b>Role</b>	
<i>Kate Redrup</i>	<i>Co-opted Governor/Chair</i>	<i>Finance &amp; FGB</i>
<i>Gemma Cook</i>	<i>Co-opted Governor/Vice Chair</i>	<i>Finance &amp; FGB</i>
<i>Heidi Bruin</i>	<i>Staff Governor</i>	<i>FGB</i>
<i>Rebecca Chessell</i>	<i>Headteacher</i>	<i>Finance &amp; FGB</i>
<i>Charlotte Bowerman</i>	<i>Parent Governor</i>	<i>FGB</i>
<i>David Sweet</i>	<i>Co-opted Governor</i>	<i>FGB</i>
<i>Sarah Rye</i>	<i>Co-opted Governor</i>	<i>Finance &amp; FGB</i>
<i>Corina Foster</i>	<i>Co-opted Governor</i>	

Welcome – Olivia Newnham (New possible co-opted Governor Ryde School link)

Angela Dexter – SBM & Acting Clerk

**Decisions   Actions   Challenge   Support**

<b>FGB</b>		
Re-elect members and Chair / Vice chair		
Apologies – Sarah Rye		
1	<b>Chair</b>	Approval of the minutes of the last meeting: Approved
2	<b>Chair</b>	<p>Matters Arising from the minutes of the Previous Meeting / Action log</p> <p>Meeting with Gordon Duff - Governor Services &amp; Clerking Manager</p> <p>KR &amp; GC – meeting in November, collaborative meeting. <b>Couple of updates on Gov Hub/Website needed.</b></p> <p>Training on Ofsted and Group Governor training available upon request.</p> <p>New offer being looked at.</p> <p>RC - Inclusion and attendance high priority. Data/Outcomes.</p> <p>AD – Training on Gov Hub (<b>shared on Gov Hub noticeboard</b>)</p> <p><b>ON – How many on roll?</b></p> <p>RC – 207, wait list in some year groups. 23+ parents shown around. Plus, around 10 siblings.</p>
3	<b>Finance Chair</b>	Finance Update – Budget signed off and still balancing.

4	RC	<p><b>Headteachers Report/Update</b></p> <p>Development Plan - Governors have had the information on Governor Hub.</p> <p>Data – Found an error in the process not the actual data. Arbor is sorting an average rather than actual grades so we need to put into Excel and formulate. <b>To send once complete.</b></p> <p><b>CB – Is there a gap, are there any warning bells?</b></p> <p>RC – We are looking at lower attainment over the next few years.</p> <p><b>CB – Highlight in blue what's changed? Can't see.</b></p> <p>RC – Shown on screen – updates on where we are now.</p> <p><b>ON – Where are your main gaps?</b></p> <p>RC – Spelling is the main focus, reading mixed. Very specific in Sats. Need to be exact.</p> <p><b>Staff Updates:</b></p> <p>CB/KR – What about the new teacher?</p> <p>RC – Mr Harris going into Year 6 and new Teacher will add value to end of year performance, help with interventions and cover school.</p> <p>Miss Lockwood will stay in year 5, Supply to cover PPA and then new teacher. Trying to keep minimum disruption. RC take over Sendco.</p> <p><b>KR – Is this a fixed term?</b></p> <p>RC – Yes, rest of the academic year.</p> <p><b>CB – Will he be English lead?</b></p> <p>RC – Yes, from September 2026.</p> <p><b>CB – Any handover on English lead transition?</b></p> <p>RC – 1 day and then with RC.</p> <p>DS – Heard very positive comments regarding new teacher, known outside of school.</p> <p><b>HB – what about Mrs Mitchell.</b></p> <p>RC – Still employed but not being paid. <b>Review at February half term.</b></p> <p>RC – 2 new TA's, year R &amp; Year 2 – settling in well. New admin officer starting Jan 2026.</p> <p>SLT visit to mainland</p> <p>Both came away feeling positive. Believe might be a good option for the school.</p> <p>Academy very interest in our school joining. Next step would be to set up a meeting with Governors. <b>Meeting to be arranged.</b></p>
5	Chair GC	Safeguarding Updates Visit needed to be organised for January. All governors up to date with training.
6	Chair HB	Health & Safety No updates.
7	Chair	<p>Governor Matters, Reports &amp; Training</p> <p>a) Training &amp; Development – see NGA emails/Gov Hub GC also completed Safer Recruitment.</p> <p>b) Feedback from Official Complaints 1 complaint being dealt with at the moment. Stage 2.</p> <p>KR Role expired – Voted back in CB &amp; GC CB Role expired – Co-opted in instead of Parent Gov. HB and GC. <b>Parent Governor to be advertised.</b></p>

		<p>Please ensure you login to NGA and look at any development webinars/e-learning you might like to do.</p> <p>New possible Co-opted Governor. KR has spoken to her, no objections. Looking to support Primary. She will come along to next meeting.</p>
8	<b>Clerk</b>	<p>Clerk (<i>Updates, if any</i>)</p> <p>All emails are shared from Gov Services/LA please ensure you are reading them.</p> <p>Since last meeting –</p> <p>Governor Hub – Summary of changes (Curriculum, Uniform, PP)</p> <p>Child Exploitation information.</p>
9	<b>Chair</b>	<p>Policies for review – these are on the Governor Hub</p> <p>AI Policy – new</p> <p>Anti-bullying</p> <p>ECT</p> <p>Family Friendly – LA</p> <p>LAC</p> <p>Teachers Pay – LA</p> <p>Equality Statement – no change new date</p> <p>Late collection protocol – agreed to support.</p> <p><i>All agreed</i></p>
10	<b>Chair</b>	<p>Impact of the meeting</p> <p>Policies all agreed, Late collection protocol to be implemented.</p> <p>Data updates to be given to aid future decisions.</p>
11	<b>Clerk</b>	<p>Dates of the next meetings:</p> <p>03/03/2026 Finance then FGB</p>
12	<b>Chair/ Clerk</b>	<p>Any Other Business</p> <p>Head Teacher Performance Management panel. 19<sup>th</sup> Jan – anyone available to be on the panel DS possible or not CF.</p>

## 2025 Action Log

Item	Action:	Assigned to:	Status:
1	Policies to be reviewed – checklist, ensure front cover with date amended.	AD/RC/SH	Ongoing
2	Governors to complete Safeguarding training via Hub Kate – Completed Gemma – Completed Heidi – completed Charlotte – need certificate David – completed Sarah – completed Corina – Completed	All	Completed
3	Gov Hub updates	AD	
4	Meeting to be set up with potential Academy	RC	
5	Parent Governor – applications to go out	AD	
6	New data to be sent	AD	