



**KENTISH TOWN C of E PRIMARY SCHOOL**

**Excellent Teaching, Excellent Effort, Excellent Progress:  
Every Child, Every Lesson, Every Day**

**Love – Equality – Compassion**

**PUBLIC MINUTES  
FULL MEETING OF THE BOARD  
17<sup>TH</sup> MARCH 2022 at PM**

**In attendance:**

Governor Role		Name	Present
<b>Foundation Governors (7):</b>			
Ex Officio (1)		Father Guy Willis	✓
LDBS (2)		Colin Reader, <b>Chair</b>	✓
		Shirley Skrentny	✓
PCC (2)		Fan Yeung	✓
		Rachel Wrangham	✓
Deanery Synod (2)		Gaby Chan Stroud	✓
		Nigel Palmer	X
<b>Non Foundation Governors (5)</b>			
Staff (2):	Head Teacher (1)	James Humphries	✓
	Teaching Staff (1)	Karen Trussler	✓
Parent Elected Governor		Ellie Besley-Gould	✓
		Graeme Caul	✓
Local Authority (LA) (1)		Fiona Lovering	X
<b>Associate Members (2)</b>			
Deputy Head Teacher		Grant Jacobson	✓
Support staff member		Sarah Haag	✓
		Emma Benham	X
		Miriam Nadarajah	✓
<b>Others Present (1)</b>			
Clerk:		Pamela Ansley	✓

<b>PART 1 – PUBLIC ITEMS</b>		<b>Actions/ Date</b>
<b>1</b>	<b>Welcome Gaby, Introductions and Opening Prayer</b>	

	The Chair welcomed our new Governor, Gaby Chan Stroud, to the meeting and everyone introduced themselves. Father Guy then opened the meeting in prayer.	
<b>2</b>	<b>Apologies for absence</b>	
	Father Nigel and Fiona Lovering.	
<b>3</b>	<b>Minutes of the Previous meeting and matters arising</b>	
	All Governors present agreed that these minutes were an accurate record of the meeting.  GQ: Did the Resources Committee discuss the tipping point of the Nursery. The Chair advised that the Resources Committee did indeed discuss the Nursery funding.	
<b>4</b>	<b>Admissions Criteria</b>	
	The Chair advised that as is normally the case in this Spring meeting we needed to ratify the Admissions Criteria. All Governors present agreed to ratify this document.	<b>Action: Admissions Criteria was ratified.</b>
<b>5</b>	<b>Falling Pupil Numbers</b>	
	The Chair apologised that although this document still read Nov 2021 it had actually been updated and should read March 2022.  The Chair advised the following: <ul style="list-style-type: none"> <li>• that the website was coming along nicely.</li> <li>• the Director of the film company was coming in next week to see James regarding the production of a short video showcasing the whole school just like the one we had done to promote the Nursery.</li> <li>• that we had been unable to make the Nursery the point of entry to the school as we had been advised that this was not feasible.</li> <li>• that enhanced meetings with parents are now happening and we had just had all the parents in school for Parents' Evenings.</li> <li>• that Nursery was now full up for this incoming September and we even had a waiting list. Thanks to Sarah and Tracy. Thanks also to Rachel for highlighting our nursery offer to local groups.</li> <li>• Reception is full although we do not know yet how many of our 122 applications put us as first choice.</li> </ul> GQ: How does the number of applications compare to previous years? Governors were advised that there was not as many applications as there had been in previous years. <ul style="list-style-type: none"> <li>• all resource bases were also full next year.</li> </ul> GQ: What about the proposal to enlarge the ARB? Governors were informed that the local authority had not shown any enthusiasm in our proposal to enlarge the ARB.	

	<ul style="list-style-type: none"> <li>the Chair advised Governors that the feasibility of the Nursery was no longer an issue.</li> </ul> <p>GQ: How much would we lose if it had to close? Governors were advised that £4,000 per child would be lost in funding if the Nursery were to close.</p> <p>GQ: Is Oak class oversubscribed? James advised that there were indeed 31 children in Oak class.</p>	
<b>6</b>	<b>ARB - Camden Proposed SLA</b>	
	<p>Hilary Forbes joined our meeting via Zoom and delivered her presentation on the Camden proposed SLA.</p> <p>Governors then asked the following questions:</p> <p>GQ: Whether the number of places included in the ARP are additional to PAN?</p> <p>A: Hilary advised that they were currently within the PAN.</p> <p>GQ: Can we access capital funds to enable us to make adaptations to the school to incorporate this ARP provision.</p> <p>A: Hilary advised that we could apply for capital funding but not through the SLA. Karen Flanagan has all the details.</p> <p>Governors sought clarification that they would have access to capital funds to adapt teaching spaces for children with higher levels of need.</p> <p>Hilary suggested that we know what we need in terms of adaptations in time for the next bid process. Governors asked if the time frame for Kentish Town to access this round of funding to be extended so that we may access the bid. It was decided after some discussion that this would not really help us as neither the LA or Governors owned the building and so the LDBS would need to agree any changes.</p> <p>GQ: Could we have a bespoke route to capital funding so that we can access funds to accommodate the children we are being allocated via the SLA?</p> <p>GQ: A Governor advised Hilary Forbes that they sat on the Resources Committee where the loss of the early years ARB place had recently been discussed. The Governor asked why, in the last ten years when this place has never been empty, was it decommissioned without any notification? How do you mitigate the risk to those children in Camden?</p> <p>GQ: A Governor raised concerns around the fact that we would still have to have the same level of staffing ratio but with less funding.</p> <p>GQ: Is there any possibility that this place will be restored? Can we get a definitive answer?</p> <p>A: Hilary advised that probably not. The numbers could increase but this was likely to be in the classes between Reception and Year 6.</p> <p>It was agreed that Hilary would:</p> <ul style="list-style-type: none"> <li>• speak to Karen Flanagan about KTS's access to capital funding.</li> <li>• Update the SLA Agreement.</li> </ul>	<p><b>Action:</b>  <b>Miriam to draft a letter regarding the decommissioning of the Nursery ARB place and Governors will sign it.</b></p>

	<p>Hilary left the meeting.</p> <p>Governors expressed disappointment regarding the decommissioning of the early years' place considering that it had been full for the last ten years. Early intervention is so important for children and especially for those with additional needs and to have this removed does not make any sense. If support is needed by these children they should have access to it from when they start in Nursery and not Reception upwards.</p> <p>GQ: How can Governors help with this? Governors could write and make it clear that we have provided excellent provision for ten years and to remove it with no consultation/communication is just not acceptable. It was agreed that Miriam will write a letter and Governors will sign it.</p> <p>The Headteacher advised Governors that it was important to remember that when the ARB was first commissioned the level of need of the children to be admitted was 80% of the time in the classroom and now they were proposing that this be 50%.</p> <p>GQ: A Governor asked that we have assurances regarding staffing resources. Staff cannot be in two place at once if some children can only be in class 50% of the time. Breaks for staff and personal care of some of those children also need to be considered.</p> <p>The Headteacher advised that with regard to signing the SLA we could do this on the basis that we have a review after a year. We needed a clear picture on this and agreement should be withheld until all our queries are clarified.</p>	
<b>7</b>	<b>Safeguarding</b>	
	As we were over running on the timing of the Agenda it was agreed with Governors present for this to be presented in a separate meeting.	<b>Action: Date to be circulated.</b>
<b>8</b>	<b>Ofsted Preparation</b>	
	<p>The Headteacher delivered a short presentation to Governors and asked them to complete the Ofsted Questionnaire and return it to him.</p> <p>He advised that Governors should be:</p> <ul style="list-style-type: none"> <li>• Clear on their role</li> <li>• Have knowledge of the curriculum</li> <li>• Show financial probity</li> <li>• Be aware of the outcomes for children</li> <li>• Have safeguarding awareness.</li> </ul> <p>The Headteacher advised that the phonics (SSP) is an effective programme. Karen advised that she was really pleased with how the children were doing and that their progress is extraordinary.</p> <p>Rachel Wrangham left the meeting at 7.15pm</p>	
<b>9</b>	<b>SFVS</b>	
	This document had been approved by the Resources Committee but was required to be ratified by the Full Governing Body. The Chair advised that the staffing ratios of our school were not on par with other schools in the area as they did not have bases which is why it was showing up as high.	<b>Actions: Governors present ratified the SFVS and</b>

	<p>GQ: Are building costs higher also? Governors were advised again that we are a larger provision than other local schools so these costs will also be higher.</p> <p>GQ: It was noted that the SFVS referred to Declarations of Interest being on each Agenda. The Chair advised that this will be the case in all future meetings.</p> <p>The SFVS was ratified by all those present.</p> <p>Budget - the Chair advised that salaries are expected to rise significantly but this will be offset because Nursery is full so we will be receiving more funding in the coming year than last and the ARB funding is increasing. He also advised that spending on premises will be reduced this year. Governors present agreed the budget.</p>	<b>agreed the budget.</b>
<b>10</b>	<b>Questions regarding the Heads Report</b>	
	<p>GQ: How are staff sickness levels at the moment. The Headteacher advised that it was much better – things were more stable.</p> <p>GQ: What is the time frame regarding Rachel and Chloe’s replacements? The Headteacher advised that the role of class teacher had been advertised only a day or two before and we have had one application so far and one person has come to the school to visit.</p> <p>The PE coach post was different and quite unusual and James was presently writing this advert and all being well will be advertised next week. Children would be told of Chloe’s departure when the timeline was clearer.</p>	
<b>11</b>	<b>Questions regarding the Committee Meeting minutes</b>	
	None.	
<b>12</b>	<b>Date of the next meeting</b>	
	Tuesday 5 <sup>th</sup> July 2022 @ 12 noon. The Chair ran through what the normal timetable would be on Governor’s Day.	
<b>13</b>	<b>A.O.B.</b>	
	None.	
	The Chair thanked everyone for their time and the meeting ended at 7.30pm.	

Signed.....

Date.....

**Colin Reader,  
Chair of Governors  
Kentish Town C of E Primary School  
Governing Board**