



**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  
4<sup>th</sup> JULY 2023 at 4.00PM**

**In attendance:**

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

	<b>PART 1 – PUBLIC ITEMS</b>	<b>Actions/ Date</b>
<b>1</b>	<b>Opening Prayer, Welcome, introductions and Apologies for Absence</b>	
	<p>Father Nigel opened the meeting in prayer.</p> <p>The Chair welcomed Ryan on behalf of the Board as the new Assistant Head for September.</p> <p>Apologies had been received from Father Guy and Ellie. Emma was still on maternity leave.</p>	
<b>2</b>	<b>Declaration of Interests</b>	
	There were no declarations of interest for today's meeting.	
<b>3</b>	<b>Minutes of the Previous Meeting and matters arising</b>	
	<p>The minutes of the previous meeting were an accurate record of what was discussed and therefore these were agreed.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> <li>Admissions Criteria – Colin advised that we would need to look at these again in October at which point we would need to make it abundantly clear that when parents apply to have their child placed out of normal year groups this would be the decision of the headteacher. It was also noted that if this request came with professional advice that being out of the normal year group would be in the child's best interests then this should happen. It was also noted that we would need to tidy up the sibling policy and this would be discussed in October.</li> <li>Energy bills – were we any further forward with knowing how the energy bills were looking? The Board were advised that the information was still filtering through and this would be shared in due course.</li> </ul>	<p><b>Action:</b> <b>Minutes agreed.</b></p> <p><b>Action:</b> <b>Admissions Criteria to be discussed in October.</b></p> <p><b>Action:</b> <b>Information would be shared in due course.</b></p>
<b>4</b>	<b>Safeguarding Report</b>	
	<p>A huge thank you was extended from Rachel to Grant for all his work on this report. The format was very good and there was a clear picture now over the year regarding what is happening. Rachel advised that there was a correlation between the attendance and the outcomes of children with a CP plan and those in need. There had now been a new category inserted into the report to allow us to track these.</p> <p>They had also given consideration on how to categorise the MyConcern reporting to explain the "Other" column. Grant advised that they would try to add only 1 flag to a concern as opposed to more than one. There was a discussion about whether or not assigning only one flag to a concern make it harder to notice a pattern.</p> <p>Rachel reported that the supervision sessions have been great. She also advised Governors that they would receive a link for the new Keeping Children Safe in Education training in September and that all governors should do this before the first meeting in October.</p> <p>Rachel also advised the Committee that this upcoming year would be her last as a Governor at Kentish Town. She requested that a Governor volunteer to be a Deputy alongside her for a year in her role as</p>	

	<p>Safeguarding Governor in order to get a complete grasp of the duties and responsibilities. She advised that it would require 1-1.5 hours per half term to look at reporting formats and carry out audits with Grant.</p> <p>Grant thanked Rachel for the Governor oversight that she had provided this year.</p>	
<b>5</b>	<b>SEND Report</b>	
	<p>Beata's SEND Report was attached. She offered to hold a Coffee Morning for any parents who wanted to attend for help and ideas with supporting their children at home with Phonics. This would be arranged for Autumn/Spring Term.</p>	<b>Action: SEND Phonics Coffee Morning to be arranged.</b>
<b>6</b>	<b>Heads Report</b>	
	<p>The Heads Report was attached and questions were invited at this time.</p> <p>GQ: Would Rachel return to school in September if she was not offered another appropriate position somewhere else? Yes, she would.</p> <p>GQ: Times tables tests – how did other schools do? James advised that this information is not shared with other schools. Joe fed back to SLT that the children had found the timed element very hard.</p> <p>GQ: Do they get online practice as well? Yes, they do Rockstars and Numbots.</p> <p>GQ: Would the Community Breakfast carry on in September? James advised that Sarah Hoyle from the Community Centre has applied for Lottery Funding so hopefully this will help us to carry on with the provision. Magic Breakfast had also been in to visit and they were very happy with our Magic Breakfast model.</p> <p>GQ: Foxlease/Paris. What were our losses on these trips? James advised that there were still some payments to be made on Foxlease but he believed that it would be around £1,000. Paris was much bigger at around £4,500 although we had received a one-off parental donation that will offset that.</p> <p>GQ: Would we consider running a Year 5 trip to somewhere else instead? James advised that we would consider something else as it may also be possible to self-lead on a different trip which would bring down the cost a lot.</p> <p>GQ: What was the cost of the Paris Trip? James advised that the cost was around £300 per child to go but that we only charged the parents £100 per child? James was happy to consider any ideas from the children on what they would like to do if they did not go to Paris.</p> <p>It was also noted that as our pupil premium funding had increased it may be that we could make appropriate provision from this funding to cover any shortfall and ultimately carry on with the Year 5 trip to Paris next year.</p> <p>Foxlease – James advised that the alternative provision which we have secured for the Year 6 Residential next year is cheaper than Foxlease although the cost of travelling there has increased as it is further away.</p> <p>James reminded Governors at this point how fortunate that we were to be</p>	

	<p>full next year. Neighbouring schools like Torriano/Gospel Oak and St Trinity &amp; St Silas were doing well but some like Rhyl/Brecknock and Brookfield were not full.</p> <p>Graeme joined the meeting at 4.45pm.</p> <p>GQ: Are there any changes to the School Vision? James advised that there were no changes. He had recently met with Mary Thorne and she had advised that we had done such great work on our vision previously no changes were needed.</p> <p>Thanks were noted for the great work Lorraine had done on securing the funding for the Summer Club. It was also good that staff could work and earn some extra money during the holidays.</p> <p>GQ: Do we need a Designated Safeguarding Lead on site during the Summer Club? No – Grant advised that there is a rota of DSL trained staff on call throughout Summer Club.</p> <p>GQ: The Heads Report indicated that there were no exclusions or racist comments – James confirmed that the racist comment was contained within the safeguarding report.</p>	
<b>7</b>	<b>Committee Reports</b>	
	<p>These reports were attached and the following questions/comments were raised:</p> <ul style="list-style-type: none"> <li>• It was advised that extra teaching assistants could not be afforded, unless they were related to additional children in the Resource Bases, in which case the TA cost would be covered by the extra SEN funding.</li> <li>• Graeme thanked James and the SLT for making leading the Resources Committee such a straight forward process.</li> <li>• In Father Guy's absence as Chair of the Curriculum and Monitoring Committee Hilary remarked how interesting they had found it talking to teachers about their different curriculum areas. They had enjoyed the Learning Walks and the time that Grant had afforded them to ask their questions afterwards was wonderful.</li> <li>• James commented on how strong the scrutiny of the Curriculum and Monitoring Committee had been regarding the impact statements and refinement of the curriculum. Thank you.</li> <li>• CFC had maintained a real focus on parental community communications.</li> <li>• The Community Breakfasts were really good at strengthening the community again.</li> <li>• There had been an increase in aggressive behaviour towards staff. This would be discussed later in the meeting.</li> <li>• Ex-parents had made very generous donations to the School Journey to enable the school to take all of the Year 6 children to Foxlease.</li> </ul> <p>GQ: Do we have any vacancies on the Board? Shirley advised that we did not have any at the moment but we do have someone who is interested if a vacancy were to arise.</p>	
<b>8</b>	<b>Questions on the Committee Minutes</b>	
	None.	

<b>9</b>	<b>Finance</b>	
	All Governors present were very happy to agree the budget as presented and Colin and James signed the document.	<b>Action: Budget was agreed and signed.</b>
<b>10</b>	<b>Parent Partnership Agreement</b>	
	The additions in red were discussed and agreed and it was also agreed to add a sentence regarding adhering to the school rules under the pupil section.	<b>Action: Parent Partnership Agreement agreed and addition agreed.</b>
<b>11</b>	<b>Meeting Dates and October Nominations</b>	
	Governors were directed towards the proposed meeting dates for the upcoming year and where asked to send any nominations for the position of Chair and Vice Chair to the Clerk before the October meeting.	<b>Action: Nominations for Chair and Vice Chair before the meeting in October.</b>
<b>12</b>	<b>AOB</b>	
	James advised that he would circulate the SEF when we had the data in September.	<b>Action: SEF to be circulated in September.</b>
	Meeting ended at 5.15pm	

Signed..........

Date...18/10/22 (

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

