

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 27TH NOVEMBER 2024 at 5.30PM

In attendance:

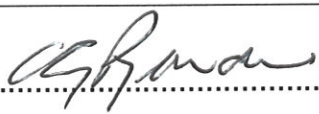
Governor Role		Name	Present
Foundation Governors (7):			
Ex Officio (1)		Father Guy Willis	✓
LDBS (2)	Colin Reader, Chair		✓
	Shirley Skrentny, Vice Chair		✓
PCC (2)	Beata Goodwin		✓
	Cheryl Rhyner		✓
Deanery Synod (2)	Vacancy		X
	Nigel Palmer		X
Non Foundation Governors (5)			
Staff (2):	Head Teacher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

	PART 1 – PUBLIC ITEMS	Actions/ Date
1	Opening Prayer, Welcome, introductions and Apologies for Absence	
	Father Guy opened in prayer. The Chair welcomed everyone to the meeting. Apologies had been received from Father Nigel.	
2	Declarations of Interest	
	There were no Declarations of Interest.	
3	Minutes of the previous meeting and matters arising	
	There were no matters of accuracy on the minutes of the last meeting. Matters arising: Donate button – James advised that whilst the button itself was a small job the wording around the donation page needed to be contextualised – this was being looked at. The Voluntary Contribution letter - this had been reworded and would go out after Christmas. Admissions Criteria – Father Guy and Sarah would be invited to the next CFC meeting to discuss this.	
4	Headteacher Recruitment	
	Governors had the following comments/questions on the document that was circulated:- • Keeping to our existing model makes sense. • A Governor queried what the process was? The position would be advertised, prospective candidates would be expected to look at our website and the Governors Summary document. Applicants would apply and Terri Patterson from the LDBS would advise on all areas of the recruitment process. • What does a visit from a prospective candidate look like? Governors where advised that they would expect candidates to spend most of the day at the school. • Legally do we have to advertise externally and when would we know if there were any internal candidates? Governors where advised that we did have to advertise externally and the time frame would be the same for the internal candidates should there be any. Governors were advised that we were starting the process early so if we needed to we could advertise again, should we not find the right candidate the first-time round. They were also advised that lots of candidates does not always mean the right candidates. All four Governors mentioned in this document agreed to be on recruitment panel. It was advised that we have a children's committee also to speak to the candidates as it was very good safeguarding practice to do so. This committee should contain a wide selection of children from the various groups within our school including children in our ARP and PD bases.	

	GQ: How much does the LDBS guide us? Governors where advised that whilst the LDBS scaffold the whole process for us it is ultimately the Governors decision on who to appoint. It was also advised that someone from the local authority would expect to be involved in the process? GQ: How much do the Interviewing Committee liaise with the rest of board on the appointment? The Governors where advised that the Interviewing Committee would make the decision for the Board as there were too many Governors to involve everyone. GQ: How much is James involved? Governors where advised that whilst the recruitment process is being followed James is not involved at all. Once an appointment has been made then they would spend time with James. Terri Patterson would provide a sheet of possible activities that the candidates could carry out whilst on site as part of the process. Everyone agreed with the Chair's recruitment paper and the Interviewing Committee would meet up in the new year to discuss strategy. The contents of the advertisement would be covered by email. Everyone accepted this course of action moving forward.	
5	Heads Report	
	The departure of two members of staff was discussed. One was leaving after a very short period of time, do we know why? No, we did not know why. It was noted that the Challenge Partners Report was very good. The Lead Reviewer was an ex-headteacher of a special school and he advised that what we are doing in terms of our bases is cutting edge and we should be speaking to the DfE about showcasing this. We have not yet done so but will do so in the new year. Funding – Is this close to what we wanted? James advised that we were very pleased with the uplift. There were a few questions around whether or not this uplift was permanent and James would go back to them for clarification. Staffing – Emma is expecting her second baby and will work until mid-May. We have a supply teacher who covers quite a lot with us and she had agreed to cover from May until the end of the Summer term. SEF – approved. Pupil Premium Plan – EYFS data was much better for our disadvantaged children and also the KS2 data for our Pupil Premium children was exceptional. We had received Richard Reeves foundation funding which was making a big difference to our Year 5 pupils. Kate wrote the application for the funding and we received the full amount that we applied for. PE Plan – the review of this year had been done and the new plan will be written with Valon as he has not done this before. The football flashpoint was discussed and James advised that there was a twilight session around playground games set to be delivered in February.	

6	Safeguarding Report	
	• 1 exclusion – this was expected. • Movement between CP and CIN – again this was expected and Grant had explained both to Ellie. James advised that we have fitted two fobbed areas to the school in order to keep children safe and out of the staffroom. The fitting of the fobs keeps our children safe and Camden have agreed to fund the fitting of these and some additional areas.	
7	Finance	
	As mentioned before we have received an uplift in our funding for some pupils. This will help close the gap and also be non-deficit for future budgets.	
8	Report from the Pay Committee	
	Colin advised Governors that the Board needed to approve the rigorous process of pay progression of teachers. They were advised that all appraisals had been completed and recommendations had been made based on this. All Governors approved the pay progression of the teachers to whom it was relevant.	Action: Governors approved the Pay Progression of the relevant teachers.
9	Questions regarding Committee Meeting Minutes	
	No questions.	
10	Policies for approval	
	Teachers Pay Policy – Governors were advised that this was a statutory policy save for a few variables which we insert that are relevant to our school.	Action: Approved.
	It was noted that Teachers' pay would be backdated to September.	
	Confidential item	
11	A.O.B.	
	James advised that whilst the Nursery was not full in September this year that by the time we start the Summer Term we will be full again. GQ: Does this mean that the Nursery will need more staff? James advised that they will need one more member of staff due to one child being accepted for an EHCP. A Governor requested that as the Twitter account had been disabled teachers update their content on the website as more people would be visiting.	

12	Date of the next meeting	
	12 th March 2025 at 5.30pm.	
	Meeting ended at 6.45pm	

Signed.....

Date..12.3.25

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