

BOUNDS GREEN SCHOOL FULL MEETING OF THE GOVERNING BODY HELD ON 21 MAY 2025 AT 6PM PUBLIC MINUTES	
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Staff (2)

Nadine Lewis (Headteacher)
Tom Smith 30-04-27

Parent (2)

David Rees 16-11-27
Vacancy x 1

LA (1)

Bob Hamlyn 10-07-28

Also present

Mel Sealy-Pearson (Cover Clerk)
Helen Chrysafi-Bartrip (DHT)
Liz Luka (AHT)
Marcus Read (AHT)
Faye Papini (SBM)
Jess King (AHT)

Co-opted (10)

Mark Chapman 12-07-27
Anne Keleghan-26-05-25
*Andrew Gordon 17-11-25
Toby Nation 17-11-25 (Vice-Chair)
Ismini Theodosiou 24-05-27
*Jayne Cookson 08-11-27
Eleanor Kaye 08-11-27 (Chair)
Abdul Alimi 06-03-28
Tracey Burton 26-05-25
Vacancy x 1

*Denotes absence

PART 1

1. WELCOME/INTRODUCTIONS AND APOLOGIES FOR ABSENCE

1.1 Welcome and Introductions

The Chair welcomed all to the meeting.

1.2 Apologies for Absence

Apologies were received and accepted from Jayne Cookson and Andrew Gordon.

1.3 Quorum

The Clerk confirmed that the meeting was quorate.

2. DECLARATIONS OF INTEREST, PECUNIARY INTEREST OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA

2.1 There were no declarations of interest in respect of the agenda items.

3. MEMBERSHIP OF THE GOVERNING BODY

3.1 Resignation of Eleanor Kaye, Chair

The Chair confirmed that she sent a note to all members explaining that she will not be able to continue after this term. The conclusion of term of office takes effect from 22 July 2025.

3.2 Vacancies

At the last meeting, the Clerk confirmed that there were currently two Co-opted Governor vacancies and three for September.

3.2.1 Term of Office Conclusion

Governors noted that Anne Keleghan (Co-opted Governor) and Tracey Burton's (Parent Governor) term of office were concluding on 26 May 2025 and held a discussion on succession. Anne was unanimously re-elected as a Co-opted Governor for another term. The board agreed to co-opt Tracey effective immediately, which opens a vacancy for a Parent Governor.

Governors further discussed the Parent Governor position and felt a person with financial experience is needed and would be valuable for the Resources committee.

3.3 Other Governance/GB Matters

3.3.1 Plan for Chair Succession

Governors discussed Chair succession planning. Eleanor gave an overview of the Chair's role and what it entails. Members were invited to volunteer as Chair or offer ideas for the future.

The Headteacher gave an overview of the school's position, its requirements and the governance support needed in key areas i.e. curriculum, budget and staffing to ensure future sustainability.

No potential successors came forward however, members were advised that they could discuss the role in person with the Headteacher and/or current Chair.

3.3.2 Resources Committee

The board **agreed** that Bob Hamlyn will join the committee.

Clerk's note: Bob Hamlyn joined the meeting at 18:32. Abdul Alimi joined the meeting at 18:38.

4. SCHOOL BUDGET 2024/25

4.1 Outturn 2024/2025 (incl. Devolved Capital Outturn) and Earmarked Funding

This board noted the [2025-26 budget summary](#) document, which was reviewed by the Resource Committee and uploaded to GovernorHub prior to the meeting. The highlights were:

	BGI	BGJ	Combined Total
Revenue Carry Forward from 2023/2024	£28,788.06	£330,849.45	£359,637.51
Revenue Income for 2024/2025	£2,068,812.44	£2,827,739.43	£4,896,551.87
2024/2025 Total Revenue Available	£2,097,600.50	£3,158,588.88	£5,256,189.38
2024/2025 Total Revenue Expenditure	£2,351,441.29	£2,878,515.82	£5,229,957.11
2024/2025 Revenue Outturn	-£253,840.79	£280,073.06	£26,232.27

The Headteacher confirmed the budget had been set with a deficit of £6,486.66.

Budget challenges:

- Flat income
- Unfunded pay increase (paid out of budget)
- Increased NI costs (grant did not cover this)
- Rising costs from suppliers
- High staffing costs - Infants – 92% of income = staffing costs (does not include supply)

Budget changes for next academic year:

- Some services including curriculum enrichment will be cut due to lack of funding
- Curriculum enrichment and resources have been decreased
- SLT workload will increase due to additional teaching responsibilities to save on agency costs and the cost of a class teacher.
- Headteacher is reducing to 0.8FTE for a fixed period of time
- The number of governing body meetings will be reduced from four to three

Q: Will SLT's time be spread around the classrooms?

A: We are still reviewing this.

The Headteacher advised this is a short-term solution which will offer some reprieve from having to review the staffing structure. Governors felt the strategies employed by the school were correct and justified however, there was concern about the significant workload placed on SLT and the effect on their mental health.

Faye Papini, SBM was thanked for her diligence and accuracy in compiling the budget.

The board **approved** the 2024/2025 budget outturn.

4.2 School Budget Share and Total Income 2025/26

This item was covered in the [Bounds Green Infant School budget 2025-2028](#) and [Bounds Green Junior School budget 2025-2028](#) documents.

4.3 Expenditure 2025/2026

This item was covered in the [2025-2025 budget summary](#) document and discussed as part of Item 4.2.

4.4 Projected Outturn 2025/2026

The projected outturn was discussed at Resources committee. This is further detailed in the 2025-2026 budget summary document.

4.5 Any Other SBM Items

There were no other SBM items for discussion.

5. HEAD TEACHER'S REPORT

5.1 The Headteacher gave a verbal overview of the [HT Report May 2025](#).

Highlights:

Pupil numbers - spaces constitute 4% of the total roll = £81k less across the budget (£4.5k per child).

Attendance —There are challenges in the Infants cohort due to persistent absentees and low attendance concerns in Year 5.

Enrichment – The wider curriculum offer is rich and is further improving. Healthy Living month will be taught through PSHE lessons as there is no confirmed sports grant for the 2025-26 school year.

Q: Are trips funded by parents?

A: Anything up to £7 we ask parents. Over this amount, we ask the PTA to make up the difference.

SEF – Liz Luka gave an overview of the dance monitoring and evaluation (pg7), which was positive.

SIP Visit – Helen Chrysafi-Bartrip gave an overview of the comprehensive report received from Richard Blackmore. The recommendation areas given were expected. It was noted that this is the first time that all actions from the staff survey have been addressed.

5.2 School Development Plan

The Headteacher proposed to keep the SDP in its current format until the end of the Autumn term which will allow for later self-evaluation. Governors agreed that this was sensible however, were concerned whether there would be sufficient time for evaluation between the introduction of the new framework and the beginning of the school's Ofsted window eligibility in January 2026.

Q: How often are you meeting to address progress?

A: Highlights are made at the end of every term which are then reviewed.

6. CHAIR'S ITEMS

There were no items for discussion.

7. MINUTES OF THE PREVIOUS FULL GB MEETING – 26 MARCH 2025

7.1 Governors **agreed** the minutes were an accurate record of the meeting held. The Chair will sign these in due course.

7.2 Matters Arising

Item	Action
3.2.1	Chair to discuss potential opportunity of co-option with Tracey Burton. Completed.
6.2.3	Headteacher to circulate 2024/25 SDP once ready Completed.
6.2.4	School to write to the school community stating that the GB was looking for a governor that wasn't a current parent; potentially with Finance or HR skill base; with the chair contacting potential candidates. Ongoing. ACTION: Advertise the Parent Governor vacancy via the newsletter.
6.2.6	Governors to complete the declaration on Governor Hub. Ongoing.
6.2.7	Governors to write up and upload their link Governor visits onto Governor Hub: noted as an ongoing action. Completed.
6.2.8	Governors to complete Safeguarding training and provided the School with certificates: noted as an ongoing action. Ongoing
8.1.1	Chair to provide school with WhatsApp group agreement used in her school. Completed.
10.1	Following Information to be received at the next TLC meeting: · The filtering and monitoring stats reported per team. · The full data for behaviour to allow tracking. · On/off rolled data for children · Children that have parttime timetables Ongoing.

8. REPORT FROM COMMITTEES

8.1 Resource Committee Minutes - 14 May 2025

Toby gave a short overview of the meeting - budgets were discussed and Helen gave a staff wellbeing update. Premises update: the introduction of a school street will come into effect from September 2025.

8.2 TLC Committee Minutes - 27 February 2025

In the absence of the committee Chair, Governors noted the contents of the committee minutes.

9. SAFEGUARDING

- 9.1 Marcus advised that there was no formal report due at this meeting however, there were no major issues in school. The final report of the year will be due at the last GB meeting.

10. GOVERNORS' VISITS AND TRAINING

10.1 Governors' Visits

David visited the school to see the SATS process. He felt a lot of thought had gone into how the papers were stored and managed. The impact on staffing where having two members of staff present for each test under moderated circumstances was discussed. David felt reassured that the school's conduct was robust.

10.2 Governors' Training

The Chair advised that she undertook a Financials for Schools training.

11. DATE OF NEXT MEETING

The board noted the final meeting dates of the academic year:

Meeting	Date
T&L Committee	June 2025 - Face to face (TBC)
Resources Committee	24 June 2025
Full GB	17 July 2025 at 6pm (Toby chairing)

ACTION: Confirm final T&L Committee meeting date.

12. ANY OTHER URGENT / CONFIDENTIAL BUSINESS

There was no other urgent or confidential business for discussion.

The Chair thanked everyone for attending; all staff members and observers except for the Headteacher were invited to leave. Part 1 of the meeting ended at 19:27.

Signed Date
Eleanor Kaye, Chair

Action Table

Item No.	Action	By Whom
7.2	6.2.4 - Advertise the Parent Governor vacancy via the newsletter.	School
11	Confirm final T&L Committee meeting date.	Chair