ASHTON KEYNES
Church of England VC Primary School
SHINE BRIGHT ★ REACH FOR THE STARS

Minutes from FGB Meeting

26th March 2026, 17:30 , In school

ACTION LIST

Item No.	Task	Who	Status	Target Date	Notes	Date of FGB
1	School Inventory	RPC	complete	2025	Completed	
2	Policies	All	Ongoing	2024	Govs Code of Conduct. Reviewed by JH and NE. Governors to ratify.	
3	Strategies for Staff workload/parent code of conduct/	SSC	Ongoing	2025	SSC are aware and supporting	
4	C-Poms	SSC	Delayed		Staff decided now was not the right time to purchase	

Challenge: * = Question

** = Action

*** = Change in procedure/policy. Notable item.

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<tr><th>Item</th><th>Minute</th></tr>
<tr><td>1. Prayers</td><td></td></tr>
<tr><td>2. Apologies</td><td>
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<tr><td>Present:</td><td>Apologies:</td></tr>
<tr><td>Chair: Michele Collier Bromelow (MCB)
Shirley Danby (SD)
Ron Munroe (RM)
Dan Hockaday (DH)
Jon Hughes (JH)
Nicola Eagleton (NE)
Nick Plummer (NP)
Meggen Cantillon (MC)
Elaine Hayler (EH)
In attendance
Clerk: Cath McMurtry (CM)</td><td>Sam Saville (SS)
Sam Crawford (SC)
Brian Ridley (BR)
David Tarr (DT)</td></tr>
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<tr><td>3. Pecuniary interest declaration</td><td>None declared.</td></tr>
<tr><td>4. Minutes of previous meeting</td><td>Minutes for meeting on 20th November 2025 were approved by the FGB.</td></tr>
<tr><td>5. Actions and Matter arising from previous minutes</td><td>1. Governors Code of Conduct ratified by Governing Body
2. SSC dealing currently with a number of staff matters</td></tr>
<tr><td>6. Committee Updates</td><td>a. LED : minutes were provided. RM reiterated that the educational monitoring was going very well and would continue in this format. Science, geography and EYFS has been covered this year. *NE questioned the challenge that has been raised by SENDco sickness absence. School has provision to solve this moving forward.
b. RPC : minutes from the last meeting were provided. A number of Governors are helping with RA. The budget review was conducted last week and is looking positive, with an operating surplus, which should make the year three forecast not to be in a deficit. We will make a greater loss next year on school meals.
c. SSC : There has not been an SSC meeting since the last FGB meeting.</td></tr>
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7. Safeguarding/Child Protection (MCB/SS)	MCB reminded us that Safeguarding is a huge area, which can close the school if we are not compliant. DH took on much of the SG issues in SS absence, and it was onerous. We are looking at a new online system, as opposed to paper filing. School will book in for a demo. There is an ongoing issue with the SG PA not managing to get the work done within her school week. SSC is looking into this matter, along with general staff matters, roles and responsibilities. Lisa's report was unedited which shows the frustrations of this issue. It also seems to be too easy for parents to complain, and parents are not going through the proper processes, where most issues are *concerns*, not *complaints*. NP asked if we are taking any measures to stop persistent issues; SSC are considering options.
8. Wellbeing (SS)	*SD questioned if the complaint has affected the wellbeing of other staff members? Our HT is on a phased return, but DH pointed out that the Heroes and Heroines Assembly today was amazing. SS was given a rapturous applause by parents who were delighted to see her back. MCB repeated that we care about the staff wellbeing. SD will email all. Governors also acknowledged the additional workload undertaken by SLT.
9. Pupil Premium Update (JH)	JH had a good meeting with SI this week. *Governors asked about the gap between PPG and other children? It is closing and is hardly noticeable, and LED concurred with this. PPG children are meeting their targets 100%.
10. Head Teacher Update (SS)	• HT has submitted her report. And the updated SIP. • Katy is coming to the next SSC meeting to present her report on Sustainability, which she has worked incredibly hard on. It has boosted her confidence and her personal development. • There is still an issue with parents taking their children out of school for unapproved absence. There was a slight dip in Attendance at February half term caused by this.
11. Governor Business	• Nicola's term of office as a Parent Governor is coming to an end, but she will be critical as a full Governor during the next year or two with SENDco succession planning, experience with SEND, and her experience as EYFS Governor. Brian is willing to change from being a Co-opted Governor, to becoming an Associate Governor, and continuing his excellent role in RPC as coordinating premises tasks/ repairs/ and general support in that committee. Governors approved Nicola's move to being a Co-opted Governor in June. • Governors discussed the three parent Governor vacancies which will arise in June, when Sam C and Nick P also come to the end of their terms of office. Both Sam C and Nick P have agreed to continue as Associate Governors for a period until new Governors join and become familiar with their roles. The Clerk encouraged all Governors to speak to any school parent friends they may have, especially with business/finance experience.

	• Elaine has applied to become Foundation Governor, to replace David Tarr, and this has been agreed by AK PCC but school is waiting for DBE ratification at their next meeting. • Parent Governors could be recruited one at a time, if we announced the skillset we are looking for. Perhaps we could encourage parents by attending Parents evenings. • Nick knows someone local who is a parent with business experience who is willing.
12. Governor Feedback and Good News	• Yesterday there was a Challenge Partners review led by Sam. It was brilliant; both visitors were impressed with the History and Geography led by Stacey and Josie, the attitude of the children and the teaching and learning. • For the first time, AK won the Mock Trials where a group of Year 6 children attended and competed against other schools. Several of our children won individual aspects. • AK competed in with 'large schools' in the Swimming Gala and we finished third. AK also won the Netball. • SD was delighted with the Easter Service which was a joy to be part of. Some Year 5 and 6 children wrote their own prayer which was wonderful. • RM mentioned The Arts Society Corinium which has awarded a grant to AK for some animation by Jenne D. Somerford Keynes Parish Council also awarded AK school with some CIL money, which will support the firepit and seating. • Governors acknowledged the hard work undertaken by DH as Acting Headteacher whilst SS has been absent.
13. A.O.B.	**NP questioned that with the current USA/Iran war, the price of oil has gone up, and there could be shortages, which could cause difficulties for staff getting to work, or families coming to school. Also heating and hot water in the school could be affected. What measure is school taking? **It was recommended closing radiators down/off and keeping doors and windows closed. The tank should be filled up now. Any measures to reduce our oil usage should be considered. DH noted that school would be well prepared if online teaching became necessary. The children and staff should be reminded to conserve heat. School will be guided by Wiltshire Council advice. SSC will take this under their short-term strategy. NP, NE and JH will form a focus group, working through RPC. DH and Katy will coordinate from school. RM noted several phone calls to school which were unanswered and not responded back to. Also difficulties gaining entrance as the office was clearly not always manned. It was suggested to prepare a list of these times. It is part of a bigger picture that SSC is working on. Absences and monitoring work schedules needs tightening.
14. Date of Next Meeting	**Thursday 9th July, 2026. 17:30.**