



MINUTES OF A MEETING OF THE FULL GOVERNING BODY Monday 2nd December 2024 at 6.00pm

GOVERNORS PRESENT

Jonelle Yeoman (HT), Kathryn Sandercock (KS), Gillian Robinson (GR), Anne-Marie Merifield (AM), Bria Didier (BD) *joined the meeting at 7pm, and Michael Rice (MR)

IN ATTENDANCE

Sallie Lloyd - Clerk to Governors Karen Daggatt – SENCO Rebecca Carter - Visitor

Karen Taylor – Bursar *joined the meeting for item 8 only.

PROCEDURAL					
No.	Item	ACTION			
1.	Welcome The chair welcomed all to the meeting. Rebecca Carter was welcomed to the meeting as a potential governor.				
2.	Apologies and absences. Consented apologies were received from Daisy Cairns.				
3.	Declarations of Interest for items on the agenda None				
4.	Identification of any urgent items for consideration during the meeting: None	ACTION HT			
5.	Identification of any confidential items on the agenda to be excluded from public minutes. None				
6.	Membership of the Governing Body: Governors received the resignation of Daisy Cairns from the governing body. The Nursery will invite expressions of interest from staff, to fill the staff governor role. Governors thanked Daisy for her contribution over many years. Governors considered Rebecca Carter for co-option. After due consideration, she was unanimously appointed as a co-opted governor for a 4-year term. Governors noted that there is a vacancy for a co-opted governor.	ACTION HT			
7.	Minutes: The minutes of the meeting held on 30 th September 2024 were considered for approval. The minutes of the meeting were approved as a true and correct record; however a printed copy was unavailable and will be signed by the Chair during the next meeting. These minutes can be published onto the school website.	School office to upload minutes to website.			





8. Finance: The SLA list for April 2025 is not yet available. Governors noted that any changes they make require a 6 month notice period. MR and KS will meet with Ayesha in January to list of SLA's currently live with NYC. The fee structure was discussed. Governors acknowledged that there are complexities w be better unpicked by a small sub-committee. This item and appointing members of the will be carried forward to the February meeting. The Bursar joined the meeting and provided an update on the financial position of the m The October monitoring statements were made available to governors ahead of the meet Questions were invited. The overall impact of the variances is an improvement from the start budget position of This would mean the Nursery has a positive carry forward balance at the year-end of £9. The pay award for support staff has been agreed as forecast and there are no budget adjut for governors to note. The HT proposed that the devolved capital budget is spent on decorating this year. After careful consideration of the revised forecast, the governors unanimously approved budget to be sent to the LA before the deadline of 31st December 2024. Governors remain uncertain on how reliable the budget forecasting is. The pleasing imput to the underlying position are causing concerns as they are unexpected. It was agreed the of governors would co-ordinate governor questions and seek answers from the Bursar. 9. Early Years free childcare offer: There were no additional updates. 10. Headteacher's Report: The full report from HT is available on SharePoint and was available to governors prior meeting. Governors approved the proposed term dates for 2025/26 without amendment. Q: How are staff feeling? A: The staff are enthusiastic following the recognition from Ofsted that they are doing a exceptional job. Staff who need CPD and development opportunities are being given the leaders. Flexibility is given whenever possible to accommodate colleagues' personal circumstances.						
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From the end of the Autumn Term the nursery will no longer be paying for a Play Thera based in nursery weekly, after analysing impact it was agreed that Speech Therapy woul appropriate. The HT and SENCO are looking into this.		ACTION HT				





	munit	Community
	Retention of the school staff and resources manager was discussed. The HT was asked to consider benchmarking the job description against a similar role in another setting.	ACTION HT
	Headteacher recruitment The timetable for recruitment is now set and advertising will go live in January, with a start date in September 2025.	
	NSAT have confirmed that leadership support via Jonelle Yeoman and Karen Daggett will continue until end of summer term 2025.	
	<u>Local Provider partnerships</u> The Chair of governors gave a verbal update on the progress of local provider partnerships. There will be a further update available at the next meeting.	
	HTPM The HTPM will be carried out by NSAT and objective setting for 2024/25 will be undertaken during the same meeting. The chair of governors has been asked to contribute to the objectives.	ACTION CofG
12.	School Development Plan: Ofsted visited the Nursery school on 12 and 13th November. Governors and staff were thrilled that the provision was Judged as Outstanding in all areas. There were no further areas for improvement given in the feedback.	
	To recognise the exceptional efforts of staff over a sustained period, governors wish to provide a catered lunch on the training day in January and asked the HT to make the necessary arrangements.	ACTION HT
13.	Safeguarding: Governors have been sent a link to access online safeguarding training and Prevent training. This has been completed by all governors and the Clerk.	
	Governors asked for assurance that the procedures to manage attendance are robust and safeguard children. The HT confirmed that day one contact is made on every occasion when a child is unexpectedly absent from nursery. Where contact is not established, staff complete a home visit. The procedure is in place to ensure that vulnerable children and families are in nursery as often as possible.	
14.	Premises, Health & Safety: The link governor for H&S gave a verbal report from her recent visit focused on Risk Assessments. The LA have removed all the ivy from the nursery school playground in half term.	
	The treetop lookout has been decommissioned and removed due to old age.	
	The fire escape has been jet washed by the caretaker, after concerns that it had become slippery.	
15.	Governor Visits: BD shared her SEND visit report. There were no questions	
16.	Policies and procedures for review and approval: The following policies, procedures and documents were reviewed and after discussion and minor amendments were adopted: • Budget Management. • Educational Visits	





	The following policies, although on the agenda, were not available and will be carried forward: • Staff Pay * including updates regarding PRP.	
	The NYC Budget Management template needs modifying to meet the needs of the nursery and could not be approved during the meeting. It was agreed that MR will review and suggest amendments to be presented back to governors during the next meeting.	ACTION MR
17.	Any other urgent business previously identified: None	
18.	Effectiveness of meeting: How have we helped to achieve our objectives today and what impact has this meeting had on staff and pupils at this school? Ofsted celebration Scrutinising the financial position	
19.	Next Meeting Dates 2024/25 Monday 3 rd Feb 2025 Monday 10 th March 2025 Thursday 15th May 2025 Monday 30 th June 2025 All meetings to take place at 6pm.	
20.	Close of meeting The Chair declared the meeting closed at 8.20pm Sallie Lloyd Clerk to the Governing Board slloyd@broughamstreet.n-yorks.sch.uk	