



NORTH KIDLINGTON SCHOOL

Head Teacher: Ms Zoë Claxton

Chair of Governors: Dr Alexander Reip

Nurturing potential, growing success

MINUTES

Full Governing Board (FGB) meeting held on Tuesday 29th April 2025 at 7pm at school

Present

Alex Reip – Chair

Carol Carter

Keri Dallimore-Gray, on Teams

Zoe Claxton

Alastair Hosier

James Philpott

Rebecca Pyrah

Charlotte Screnock

Brenda Williams

Alex Waring

Laura Chappell

Lucy Theobald

Parent

Co-Opted

Co-Opted

Head Teacher

Co-Opted

Parent

Parent

Co-Opted

Local Authority (LA)

Co-Opted

Co-Opted

Clerk

In attendance: Jo Alden - Potential new staff governor

Apologies: None

Confirmation of quorum: Quorum was met

No.	ITEM	LEAD
1	Welcome and apologies for absence None.	AR
2	Declarations of interest None	All
3	Notification of any urgent business None	All
4	Approval and signing of the minutes from the previous meeting (held 25th March 2025)*	AR

Signed
FGB 29th April 2025

Date.....
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	Approved	
5	Matters arising from the minutes not arising elsewhere The governing body is still looking into potential dates for future governing board meetings to accommodate ZC's request not to hold them all on Tuesday evenings. This has been challenging as not all Governors are available on another day. It was discussed that the Resources and Curriculum committee, which meets on a Tuesday, may be able to change the day, freeing up some Tuesdays. ZC provided governors with an update on the OPAL scheme. Charlie Leach is supporting the play leading role, and Louise Taff is the school contact on the OPAL team. Zoe and Charlie are currently leading the play team, and more training is scheduled for the lunchtime supervisors. The school has introduced water painting since the last meeting, and more hazardous activities are due to be rolled out. The supervising team will be mindful of how this is done to ensure it is done as safely as possible without taking away the ethos of the scheme. Risk and hazards assemblies will be held at both the beginning and end of each term to provide continuous reminders to children.	AR
6	Discussion and approval of the 3-year budget: 2024-25, 2025-26, 2026-27* The budget has been circulated, and Nina has balanced it, although some hard decisions had to be made. The school currently expects only 28, potentially 29 children to join in September, which was discussed at length by the governing body. The reduced number of school place applicants is not just a problem for North Kidlington but also in other pockets of the county. To manage the budget effectively, it was unanimously agreed to reduce intake numbers. Zoe will request the intake be reduced from 45 to 30, and the governing board requested this be done as a priority after the half-term break. Having a smaller class size means the school cannot justify two teachers in Apple class from September. The reception class will be taught by one teacher, and the school has lots of experienced and qualified support staff that could work alongside this teacher in Apple class. Reducing the PAN will see a shifting model over the school over the next few years, and classrooms, staffing, and resources will need to be managed effectively. Staffing is a significant expenditure in the budget. The school has some temporary recruitments over the summer term to help cover teaching time lost due to the change in the Senior leadership team. These positions are expected to become more permanent in the Autumn term when things are more settled. Catering is another significant expense. The school is changing providers, saving them £20,000. Keeping the	ZC

	current catering staff has cost the school slightly more, but it was agreed the staff are amazing and felt it was really important that they stayed. Another big expense in Year 3 is the 123ICT support package, which is due to increase. The broadband and network costs are significant in Year 3. The utilities company would charge for digging up the road, and this has been budgeted for in Year 3 8. AR will chat with the company to see if the cost of this work can be reduced. The Burrow has been a very profitable scheme for the school, with £11,000 profit made. They also have 100 bookings for the summer holiday club and will be open for two weeks this summer, which will bring in more money for the school. The governor training package costs the school £1,300 per year. Carol will investigate whether money could be saved by using it on a 'pay as you go' basis or if this would end up costing the school more. The budget was accepted and approved. A special thanks to Nina for completing this large body of work.	
7	Discuss progress on the school improvement plan, including an update on recent progress and attainment data* Zoe's first half term has been busy. The office staff have been amazing in dealing with unfortunate staff absences. The senior management team has been trying to lower the workload for the office staff during this time. The budget has taken up a lot of time, but the office staff have managed exceptionally well. The school has had two new members of staff who are settling in well. One temporary member of staff, who is not as experienced in lower Key Stage 2, is starting to find their feet and is doing well in upper Key Stage 2. The Apple class teacher is doing really well. Zoe is continuing with training to help her settle into her new headship. Oxfordshire County Council has offered three coaching sessions, and she has completed her early headship course with a focus on SATs and testing.	ZC
11	Note committee reports Noted.	
12	Safeguarding update	ZC

	Carol has met with Sarah and her report will be written and uploaded to Governor Hub Kerri is DSL trained now. Jo is also DSL trained.	
13	Health and safety update, including staff welfare No significant health and safety updates. The staffing team are being kept well informed of the decisions being made within the school in relation to the management of staff due to a change in intake numbers and ensuring good school financial management. The staff are understanding of these changes and encouraged to raise any concerns or questions.	ZC/JP
14	Governance updates	AR
14.1	Governor appointments Zoe will send an email to staff to confirm all are happy for Jo to be elected as a new staff governor.	
14.2	Governor visits All updated	
14.3	Governor training completed All updated	
15	Any other business	All
	Meeting closed at: 7.45pm	
	Action points AP1 – AR to confirm future FGB dates AP2 – Zoe to request to reduce the intake number AP3 – AR to look into the cost of digging up the road with the utility company AP4 – Carol to investigate the cost of Governor training AP5 – Carol to upload her safeguarding report.	

*Indicates paperwork circulated for this item