



MINUTES OF A MEETING OF THE FULL GOVERNING BODY

Thursday 21st May 2026 at 6.00pm

GOVERNORS PRESENT

Jonelle Yeoman (HT), Gillian Robinson, Kathryn Sandercock, Karen Daggett, Charlene Finch, and Will Hall

IN ATTENDANCE

Sallie Lloyd - Clerk to Governors; Karen Taylor – *Bursar joined the meeting for item 5 only.*

PROCEDURAL

No.	Item		action
1.	Welcome The CofG opened the meeting. Will Hall, new parent governor was welcomed to the meeting.		
2.	Preliminaries: Apologies and absences. Consented apologies were received from Michael Rice and Rebecca Carter. Declarations of Interest for items on the agenda None Identification of any confidential items on the agenda to be excluded from public minutes. None. Identification of any urgent items for consideration during the meeting: None		
3.	Minutes: The minutes of 25 th March 2026 were approved as a true and correct record, signed by the Chair, and may be published on the school website. Matters arising not covered elsewhere: None		School office to upload minutes to website.
4.	Membership of the Governing Body Governors noted one vacancy for a co-opted community governor.		

BUSINESS OF THE FULL GOVERNING BODY

5.	Finance: The final outturn and start budgets were made available to governors ahead of the meeting. <u>Year-end 31st March 2026</u> Governors noted a pleasing level of savings had been achieved during the financial year 2025/26 resulting in a surplus in year position of £208,687 at 31 st March 2025. The carry forward revenue balance is £429,542. The budget assumption for staffing and pupil numbers were explained to governors. Governors were clear that the reserve revenue balance would be utilised on the expansion of the nursery into the vacant rooms in the Children's Centre building. The capital budget has been spent during the financial year and there is no carry forward balance. <u>Start budget 1st April 2026.</u> Governors noted that despite a healthy carry forward balance there remains work to be done in order to achieve a balanced budget for year 3 in the budget cycle. The Bursar and HT provided an overview of the financial context for the benefit of the new parent governor.		
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	The governors considered the information provided and after discussion unanimously approved the start budget and forecast for submission to NYC. <u>Nursery Fees</u> Governors discussed fees, especially the cost to parents of after school care. Governors agreed that the HT would calculate the cost of providing the care and will bring a recommendation to the next governing body meeting for approval.		
6.	Headteacher's Report: The full report from HT is available on SharePoint and was available to governors prior to the meeting. Current Nursery Overview The nursery currently has 125 children on roll across the baby, toddler and nursery rooms. Daily attendance varies slightly across the week, with the nursery room holding the largest proportion of children in both morning and afternoon sessions Safeguarding and Attendance There are currently 4 children who are looked after or previously looked after, 3 children subject to child protection plans, 2 children identified as child in need, 2 receiving early help, and 1 child supported through Team Around the Family meetings. A meeting was held with the Head of Safeguarding for North Yorkshire following concerns raised about safeguarding processes, including delays in paperwork and inconsistencies in thresholds. Attendance is being closely monitored for 32 children whose attendance is below 90%, including 11 children with attendance below 80%. Detailed records are maintained to demonstrate safeguarding actions. Contextual Safeguarding The school's contextual safeguarding overview highlights a wide range of risks affecting children and families, including domestic abuse, poor mental health, substance misuse, poverty, neglect, child-on-child abuse, and online safety concerns. Local environmental risks such as busy roads, railway crossings, waterways, and large open spaces are also identified. Emerging community concerns include increased exposure to drugs, county lines activity, vaping, and unsafe online behaviours, alongside limited parental awareness and supervision. The school reported challenges with external services, including capacity issues, delays in processes, and cases not meeting thresholds, leading to increased expectations on the nursery to act as lead professionals. Current safeguarding data shows children across child protection, child in need, early help, and looked after categories. In response, the nursery has implemented a range of proactive measures, including strengthened site security, curriculum support, close multi-agency working, police engagement, home visits, and targeted pastoral and family support to mitigate risks and support vulnerable children. Pupil Premium There are 26 children eligible for Pupil Premium across the setting. Nursery Development Plan Sue Marshall has visited in May to review speech and language provision, and a report is pending. The Speech and Language Therapist continues to work fortnightly with 13 children, delivering targeted support and small group interventions while also modelling practice for staff. All new starters have been assessed using the WELLComm screening tool, and weekly singing sessions and performances continue to promote communication skills. A phonics programme has also been introduced for 14 children transitioning to school to support school readiness, using both Read Write Inc and Little Wandle approaches where appropriate.		Action HT.



SEND

A new SEND specialist support staff member has been appointed and has already improved provision through personalised resources and interventions. Weekly Bright Starts SEND sessions continue to run for children and families, funded through EHCP and element 2 funding. Additional 'Building Blocks for Language' drop-in sessions are now available for families referred by health professionals.

Parents and Community

Parents are now invited to attend SEND sessions alongside their children. A transition drop-in session for parents of children moving to school was held on 14th May, supported by specialist professionals including the Educational Psychologist and Speech and Language Therapist.

Changes at Brougham Street

Staffing changes have been successfully implemented, with positive feedback from team leaders. New furniture has been purchased to create a dedicated meeting and training space. The school is also exploring a new MIS system, as the current system has increased in cost, with Arbor being considered as a more efficient alternative.

Health and Safety

New safer sleep guidance has been implemented ahead of the required deadline, including updated equipment, policies, and staff training. The setting has also prepared for upcoming allergy legislation by purchasing spare EpiPens and updating policies.

Following the annual fire risk assessment, all identified actions have been completed, although some items require further action from North Yorkshire.

Governors considered the concerns raised in relation to survey requirements for the second-floor fire escape and the lift. It was noted that the lift has been serviced by NYC Contractors, and the nursery has been advised that a full replacement has been recommended to NYC as a Category 1 priority.

Governors expressed ongoing concern regarding the delays in addressing these two key issues, particularly the requirement for the fire escape to undergo a structural survey at least every five years, supported by appropriate documentation.

Governors instructed the Headteacher to proceed with arranging the fire escape survey and approved the associated expenditure.

As an initial action to address the lift concerns, the HT will contact YCST COO, Justin Waters, to establish whether documentation within the legal pack from the Local Authority, at the point of academisation of Parish Primary School, clarifies responsibility for building repairs and associated costs, and to confirm the precise terms of the lease. The HT will also obtain quotes for the full replacement of the lift.

CPOMS

A total of 151 incidents were recorded on CPOMS between 20 March and 6 May 2026, covering a broad range of safeguarding, welfare and communication matters. These included 24 attendance-related concerns, with a notable number of children being monitored for low attendance and persistent absence below 80%. There were 19 recorded causes for concern, including issues relating to neglect, physical wellbeing and one sexual-related concern, alongside 4 child protection entries involving conferences, core group activity and plans. Communication with families and professionals remained significant, with 26 parental/carers contacts and 11 additional communication logs recorded. Medical and welfare needs accounted for a substantial proportion of incidents, including 26 medical issues and 41 pre-existing injury records, while a small number of

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	behaviour-related incidents were noted. There were also entries relating to home and parenting issues, safeguarding support such as child in need and early help, SEND involvement, and limited contact with external agencies, reflecting ongoing monitoring and multi-agency working to support children and families.		
7.	Governor Visits: The H&S governor has visited school to join the latest visit with the HANDS service. Clerk to send job description, annual planner and questions to link governors for SEND, H&S and Safeguarding.		Clerk to action
8.	Staffing: Governors received and approved an application for pay progression for a teaching colleague.		
9.	Policies and procedures for review and approval: The following policies, procedures and documents were circulated and reviewed in advance of the meeting. Governors were given the opportunity to raise questions and provide feedback to the Headteacher prior to the meeting. Governors approved the following policies: • Children Looked After Policy • Safer Sleep Policy • Allergens Policy • Asthma Policy Governors noted that the school online training platform (SSS) has been extended to governors. This gives additional visibility to the office manager so she can set training and monitor who has completed it.		
10.	Any other urgent business previously identified: None		
11.	Effectiveness of meeting: Governors reflected on how the meeting contributed to achieving objectives and its potential impact on staff and pupils: • Clear understanding and oversight of the school's financial position • High-quality questions and constructive discussion • Progress with the implementation of policies • Completion of key Health and Safety actions • A strategic focus on the future of the building and potential nursery expansion		
12.	Next Meeting Dates 2025/26 Wednesday 24 th June (focus on celebration of successful year, pupil voice, parent voice. Expansion of provision)		
13.	Close of meeting The Chair declared the meeting closed at 7:45pm Sallie Lloyd Clerk to the Governing Board slloyd@broughamstreet.n-yorks.sch.uk		