

Withycombe Raleigh C of E Primary School

Governing Body



Full Governing Body Meeting Minutes							
Date/Time	20 th May 2025	Location		Meeting Room			
Attendees		Attendees		Attendees		Attendees	
Emma Jones	Head	Anna Slade (ASI)		Father Robert Sellers (FrRS)	Chair		
Phillip Wilson (PW)		Janine Meecham (JM)	Clerk	Anna Sands (AS)			
Teresa Walsh (TW)		Jenny Meredith (JMer)		Nicola Hart (NH)			
Annmaree Kain (AK)		Mike Smith (MS)		Clare Hollingsworth (CH)			

Apologies	
Richard Moore	James Dryden
Alison Longhorn	

	Agenda		
51.24.25	Apologies	57.24.25	Safeguarding
52.24.25	Declarations of Interest	59.24.25	Policy
53.24.25	Chairs Business	60.24.25	Opal
54.24.25	Minutes	61.24.25	Governor Subject Lead
55.24.25	Correspondence	62.24.25	Christian Distinctiveness and SIAMS
56.24.25	Budget 24/25	63.24.25	Date and Time of Next Meeting
57.24.25	Staff Carpark		

Ref	Item	Action/Decision	By whom
51.24.25	Apologies: Apologies were received as above and duly sanctioned.		
52.24.25	Declarations of interest None		
53.24.25	Chairs business: None		

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54.24.25	Minutes: The minutes from the FGB meeting on 4 th February 2025 were agreed as an accurate record	Decision	All
55.24.25	Correspondence : None		
56.24.25	Budget NH Reported to the Governors the Budget for 2024/25. Full information uploaded to the Drive. The Dashboard is a good overview for the years going forward. We are going to use all of our income and carry forward. We are not on our own – the majority of schools in Devon are in the same boat. The budget that I have produced today is the worst-case scenario. All governors agreed the budget	Decision	All
57.24.25	Staff Car Park NH discussed with the Governors the Staff Car Park – The ten-year lease came to an end at the end of march landlord has increased the cost of car park to 10k for year 1, 15k for year 2 and 20K for year 3. Emma and SLT have agreed that we have taken the lease on for 1 year and have given our 3 months' notice. This time next year the car park will be no more. We are looking to recoup the cost. We have 42 spaces in total; we are looking to allocate parking for a year and charge staff if they want to use the car park. We felt giving a year will give the staff time to think about how they are going to get to and from school. Please let me know If you agree that we recoup the cost – All Governors agree	Decision	All
58.24.25	Safeguarding: MS discussed with the governors Safeguarding (full report on Drive) Relational Practice – continues to be embedded. Positive Relationships and Behaviour Policy – vs 11/5/25 for ratification. This provides key consistencies and models of best practice. We have had Staff meetings about the policy: dealing with low-level / red-card behaviour; best practice when recording on CPOMs; and recording staff injuries (OSHA forms); staff encouraged to debrief after incidents. Our 3-rules are being referred to and embedded in our new 'Withycombe Standards'. Talking about relational practice across the school – there is a new policy that hasn't been ratified yet. Positive relationship and behaviour policy. Staff are keen for something to show our consistencies. OPAL Play – getting ready for September. Audit completed, working party in place, action plan started. Challenge will be for staff to embrace the benefits and to support the application of this provision. (Policy to approve		

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59.24.25	Policy's: All governors agreed the Behaviour Policy All Governors agreed the Opal Play Policy	Decision Decision	All All
60.24.25	OPAL Play: All Governors agreed the Opal Play Coordinator, Opal Lead Governor And Opal Curricular Lead Job Descriptions	Decision	All
61.24.25	Governor Subject Leads Governor Subject leads document finalised		
62.24.25	Christian Distinctiveness and SIAMS EJ – Foundation visited the church this week. EJ reminded the Governors of the days and timings of collective worship.		
63.24.25	Date and time of next meeting FGB 1 st July 2025		

Summary of Action Points

1.
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