Barnett Wood Infant School

Minutes of the Governing Body Annual Strategy Meeting held at 09:00 on Monday 18th May 2026

Present

Claire Brooke-Wilson	**CBW**
Marie Cast	**MC**
Becky Clements	**BC**
Guy Bailey (**Chair**)	**GMB**
Laura Bailey	**LB**
Anne Gibbard (**Headteacher**)	**AG**
Kelly Headen	**KH**
James Sutcliffe	**JS**

In Attendance

Sophie Bloxam (**SB**) (Associate Member) Lisa Murphy (**LM**) (School Business Manager)
Andrew Hughes (Clerk)

Advice given by governors at this school is incidental to their professional expertise and is not given in their professional capacity.

Governors will respect the confidence of those items of business which a governing body decides and not disclose what individual governors have said or how they have voted within a meeting.

Documents distributed in advance: Agenda, minutes of the last FGB meeting, Policies for review, HT Report, Budget Plan, budget notes, Action Register.

PART 1

#		Action Agreed
1.	**Welcome and Apologies** Apologies had been received and were accepted from Beth Warren and Paul Tylor; all other governors were present. The Clerk declared the meeting quorate.	
2.	**Declarations of Interest** No governor declared a conflict of interest in any agenda item. All governors confirmed that their business and education interests on the Hub were up-to-date	
3.	**Minutes of the last meeting** Governors **agreed** the minutes of the meetings held on 25th March 2026 as a true record to be signed by the Chair.	
4.	**Matters Arising from the Minutes** Governors reviewed the action register and noted actions as follows:- • Skills Audit; governors agreed to agenda this in July • Academisation: Governors agreed this discussion could be delayed for this year. • EHCP funding: LM reported that the LA had admitted their error and the full SEND funding had now been received. • Bullying definition: AG reported that this had been covered in a parent newsletter item, and in the appropriate policies. • Action for all governors to complete the online safety training from National College before the next meeting. Other actions are covered on this agenda.	**Agenda Audit nxt mtg** **On line safety trng** **Update Action Reg**
5.	**Chairs Actions and Report** GMB advised that he had not needed to take any emergency actions since the last meeting. He advised that he had attended a meeting with the Local Authority (LA) and local schools to address the current local low birth rate. Part of the solution would be covered	

by St Giles Primary School reducing its Published Admissions Number (PAN) together with some LA proposals about feeder school access to The Greville Primary School. He noted continuing discussions about Barnett Wood access to The Greville, and also with other local schools about further PAN reduction.

SB asked if Academisation could impact any of this; AG and GMB thought this was too far in the future for any certainty. **Accountability**

JS noted that birth rate reduction would have an impact on school budgets. SB noted governor activity and input in local schools. AG noted that parental choice needed to be allowed for. **Accountability**

Governors **agreed** that discussions with The Greville should continue and asked GMB to take this forward, to include feeder school status and the possibility of Federation rather than Academisation. **GMB meet Greville**

6. **Constitution of the Governing Body**

Governors noted that the term of office of Co-opted governor Marie Cast ended during this month. With her approval, governors **agreed** to re-appoint her for a further four year term of office.

Governors noted that the term of office of LA governor Guy Bailey would end in the Autumn term. They noted that GMB/AG/LB would shortly meet to agree how to address this vacancy.

7. **Governor Monitoring**

Governors noted that LB and MC would this term visit the school as scheduled and would submit a Visit Report to governors. **LB/MC submit report**

AT 10:00 MC ARRIVED

8. **Policies**

Governors reviewed and **approved** the following policies that had been uploaded to the Hub:-

- Behaviour Policy 2026-27 (reviewed by CBW/KH)
- Data Protection Policy 2026-27 (reviewed by JS/PT) JS queried breech management and skills availability; AG advised that the school paid for a Data Manager who carried out this work and issued reports. **AG update pols**
- First Aid Policy 2026-27 (reviewed by PT/JS) AG reported on a significant increase in the number of trained First Aiders in school.
- Freedom of Information Published Guide 2026-27 (reviewed by BC/LB)
- Staff Disciplinary Policy 2026-27 (reviewed by GMB/MC)

AG drew governors attention to the non-statutory polices that had been circulated, some new and some with name changes.

9. **Strategic Planning Session**

Governors discussed and reviewed their current Strategy Document under the following headings:-

<u>The Number 1 School of Choice</u>

AG noted an increase in the number of first-choice applications this year and that the Reception year was full in September 2026. This was but one of the school's current successes.

MC asked about parent visits to see the school and AG outlined the flexible arrangements in place, and KH drew governor's attention to parental concerns about Primary School choice for their children following Year 2; they noted feeder school status would help (cf Item 5 above). **Accountability**

Governors reviewed the risks to this Aim; future legislation, for which AG was the responsible person, PAN changes, SEND impact and the potential failure to meet the aspirations of stakeholders and competitors. They considered that controls for these were in place.

JS asked when the next Ofsted Inspection would take place and AG said in two years; he then suggested the SLT and GB should start planning for this and the use of an independent expert and collaboration with other schools were noted.

Accountability

Sustainable and Resilient

Governors noted that the main risks to this Aim were associated with the school's budget. LM advised that the three year budget that had been submitted to the LA showed an in-year deficit in each year. She advised that PE funding was not guaranteed but that she was starting the process to increase the rents paid by the Pre-School and by the flat's tenant. She would also take steps to recover utility costs from these. GMB noted that these increases should be annual in line with inflation.

LB asked what allowance had been made for staff pay rises and LM said LA advice was 3½ % and that she had included this in the next budget. Governors noted that they had committed to submitting a balanced annual budget; JS noted some expenditure could not be controlled and asked if Federation might produce efficiency savings. AG and GMB agreed to discuss this with The Greville.

Accountability
AG/GMB meet Greville

Governors discussed the current proposal for a solar energy installation at the school. GMB noted that the Pre-School had a plan to install this, and to then sell on surplus energy to Barnett Wood Infant School; governors were uncomfortable with this proposal as the school premises were their responsibility. LM noted that the school could undertake the work, had four quotes and that Titan was the preferred bidder at c£52k. However funding was not in place yet.

Governors **agreed** that their preferred option was for the school to undertake the solar installation, using Titan, having raised their own funds, selling energy on to the Pre-School; this would entail a delay till at least October. The second option, for the Pre-School to manage the project and sell on to Barnett Wood was a fall back but not preferred. They asked GMB to meet with the Pre- School management to discuss a way forward, including authoring a PPA that was beneficial to this school. Additionally they asked AG/LM/GMB to seek £52k funding.

GMB meet pre-school

All seek funds

A Bright Future for All

A Culture of Continuous Improvement was in place and governors noted that risks were staff retention, governor recruitment and pupil retention. All these were being addressed, though governors felt that a move to Academy status, or Federation, would require these risks to be re-visited.

A Culture of Continuous Improvement

Governors noted that controls were in place to meet all known risks except:-

- The current Strategy Plan was for five years; this was year 3, and governors **agreed** that planning for the next five-year-plan should start in year 4.
- The introduction of Artificial Intelligence (AI) could potentially become a risk and governors asked JS to review the impact of this so that a control could be put in place.

Agenda new plan nxt Stgy Mtg

JS evaluate AI risks

10. **Any Other Business**

ntr

11. **Dates of Next Meetings**

Governors agreed that unless circumstances demanded, they would not schedule a Summer 2 meeting in academic 2025/26 unless absolutely necessary. A Headteacher's Report would be required, with questions answered in Autumn 1.

Summer 2 Monday 6th July 2026 if needed

Meetings in 2026/27

Autumn 1 – Thursday 24th September 4.00pm – 6.00pm

Autumn 2 – Thursday 10th December 4.00m – 6.00pm

Spring 1 – Tuesday 9th Feb 4.00pm – 6.00pm

Spring 2 – Tuesday 23rd March 4.00m – 6.00pm

Summer 1 - Strategy Day – Thursday 20th May 8.30am – 12.30pm

Summer 2 – Tuesday 6th July 4.00pm – 6.00pm

There was no Part 2 business. The meeting ended at 12:05

Signed..... Date.....

ACTION POINTS FROM THE MAY MEETING

Date	Item	Details	Who	When	Status	Notes
12-Dec-2024	11	Governors to visit school and submit a report	All	Ongoing	Open	
20-Mar-2024	4	Update Action Register	AG	Ongoing	Open	
20-May-2024	9	Look for media opportunities to publicise the school	SB	Ongoing	Open	
19-May-2525	8	Attend training appropriate to governor role	All	Immediate	Open	
09-Feb-2026	12	Undertake Skills Audit	BW / All	Nxt mtg	Open	
18-May-2026	5	Meet with The Greville to discuss feeder status/Federation	GMB	Nxt mtg	Open	
18-May-2026	7	Visit School & submit report	LB / MC	Nxt mtg	Open	
18-May-2026	8	Update policies	AG	Immediate	Open	
18-May-2926	9	Meet Pre-School to manage Solar installation	GMB	Immediate	Open	
18-May 2026	9	Seek funding for Solar Installation	All	Immediate	Open	
18-May-2026	9	Agenda new Strategy Plan	Chair	May 2026	Open	
18-May-2026	9	Evaluate AI risks to School	JS	Nxt mtg	Open	

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