Here at St Peter's, we strive to be a joyful, active, Catholic community, belonging to, and guided by, our Lord, Jesus Christ

St Peter's Catholic Primary School, Winchester

Full Governing Body

MINUTES

Monday 11th May 2026 6.30pm-8.30pm

held at St Peter's School

Present:	
Mary Alveyn (Chair) Louise Blake Louise Buxton Nadine Donnelly Fr Mark Hogan Harriet Hunt Emily Prince Brigid Quest-Ritson Beth Welsby Tim Wootton-Beard	Foundation Governor Associate Governor Headteacher Governor Associate Governor Foundation Governor Parent Governor Parent Governor Foundation Governor Staff Governor LA Governor
In Attendance	
Joanne Lawford	LA Clerk
Apologies	
Marie Bracey Alexis Artaud de La Ferriere (Vice Chair) John Paul Foley	Foundation Governor Foundation Governor Foundation Governor

1. **Welcome, Apologies and Opening Prayer**
   MA welcomed everyone to the meeting, MH opened the meeting with a prayer. Apologies were accepted as noted above.

2. **Declaration of Pecuniary Interests**
   None

3. **Minutes of previous meeting and matters arising**
   The minutes of the meeting held in January 2026 were approved and the matters arising from January were updated as follows:

Action	**Status**
Provide wording for MAT resolution	MA received the following wording from Matt Quinn see below: Item 4
Focus on improving attendance	Ongoing and improving.

Track LF children with siblings	Nine LF children have siblings eligible to join Sep 26.
Continue PAN scenario exploration	Refer to agenda item 5ii
Bullet key items in Separated Parent Policy	Completed
Share WGBT training learning	Refer to agenda item 9iv

FGB in March 2026 was cancelled and MA advised governors of the following updates on key agenda items:

Item	**Status**
Staffing	The DHT appointment was unsuccessful. It was noted that the DHT contracts had expired. LBu advised that in consultation with EPS and reviewing the conditions within the DHT contracts, it had been agreed that ND will return to her previous role and LBl will remain as AHT. LBu made it clear that the decision was entirely contractual and was no reflection on ND's work in the temporary role.
SFVS	The document had been signed and submitted.
Sustainability	Refer to agenda item 9i.

4. Head Teacher's Report

LBU had shared her written report with Governors prior to the meeting and made the following points:

She had met with AHTs to discuss upcoming challenges and opportunities and led Governors through the updates which can be found on the last two pages of the report. It was agreed that the School should display a banner to advertise that the school has been ranked as outstanding by the Diocese.

It was agreed that staff maternity leave skews the absences and that the headings should be aligned for clarity. A Governor asked for clarification on Unpaid Leave and LBu said it's usually childcare.

LBu asked if the HT report format is useful and Governors agreed that it was generally very helpful and it was nice that other staff contribute to it.

MAT

MA tabled the draft SLA from ESCAT. Governors agreed to proceed and made the following statement:

The Governing Body of St Peter's Catholic Primary School has considered the proposed Partnership Agreement between the school and ESCAT. Having reviewed the purpose and scope of the partnership, governors recognise the opportunities it presents as the school explores academisation, to meet the vision of the Bishop of Portsmouth.

The Governing Body therefore resolves to approve the school entering into the proposed Partnership Agreement with ESCAT for a period of two years.

MA asked if Governors had any concerns and one expressed apprehension about putting lots of work into the MAT and then finding it can't be achieved financially. It was agreed that this would be considered throughout the process.

5. Committees

i. **Resources**

Received Committee minutes

- Approve Delegated Budget for 2026/27
- Approve Community Budget for 2026/27

Delegated Budget

TWB gave a summary of the delegated budget and reported that 2025/26 closed with a small surplus, and a small deficit was projected for the end of 2026/27. It is hoped that the projected deficit will be brought into line by the end of the year. TWB said that the later years look concerning and to address this there will be a review of the cleaning providers as the contract is due to end, consideration is being given to solar panels (awaiting some feedback on the payback over 2-3 years) and the Committee will also be looking at savings on services with MAT for impact in future years. TWB said that the modelling in 2021 had forecast a deficit of £1.4m for this year and the actual is a small surplus.

The delegated budget for 2026/27 was approved and signed off by MA and LBu.

Community budget

TWB said that the budget will struggle with low numbers in ASC and LF. He said there appears to be a deficit but there has been some funds moved to savings and projects. TWB said that the Committee had agreed to increase ASC staff pay to align with school pay increases. TWB said that overall, the budget will be ok this year, but that the following year will be another challenge.

MA said there is a need to raise awareness and the responsibilities of parental contribution to the school building fund. MA said that she had located a leaflet which she will work on it to make parents more readily aware of their responsibilities in this regard, not a hard push.
MA said that the Governing Body has been asked for a contribution to the School Pastor service, which provides one lunchtime visit per week at no cost to the school. However, the Pastors' representative said that there are expenses and that they are now in deficit. MA said that she has asked for more information and that any agreed payments would come from the Community budget.

The community budget for 2026/27 was approved.

ii. **Admissions**

Update on PAN discussion with HCC. MA provided examples of three PAN scenarios and talked through the options labelled A, B, and C:

Option A: maintains a status quo with the NOR dropping each year. There would be no savings made due to the numbers of classes not reducing.

Option B: potential cap admissions resulting in classes that are not full. This would enable the reduction in classes thereby making savings on staffing costs. MA explained that the numbers are based on the HCC prediction model and would mean 12 classes reducing down to 10 by 2030/31. LBu explained the planning, timing and challenges involved in combining the year group curricula.

Option C: Cap admissions at 30. MA said that HCC wouldn't support this move and the School would need to go to the Independent Adjudicator and present a case. Classes reduced to 8 (or 7) classes in 2030/31 and reduces expenditure in line with the falling NOR.

Governor Question	Response
How are we constrained to the numbers, and could we, depending on the budget, have two teachers in the year that starts YR in 2026/27 – expected 41 NOR?	MA said that the flexibility will be there, providing the budget is available.
Can we see some financial modelling to show the defferences bwetwwen Options B and C.	MA agreed to check the capping deadline.
Are there any academic benefits between Options B and C.	LBu said no, either could be managed.
Is there any advantage to have two classes, both mixed Y3/4>	It would be a cultural shift for the staff.

Governors felt reassured that the School doesn't see problems with combining year groups and the teaching staff on the Board said that teachers have experienced that the younger group learn well from the older group's learning behaviours.

iii. **Curriculum and Standards**

Received Committee minutes

- SIP 2026/27

MA said that the Committee would focus on monitoring maths and the library over the next year.

iv. **Health & Safety**

Received Committee minutes

LBu summarised the minutes shared with FGB and confirmed that all risk assessments are up to date. She added that they are working on the introduction of Martyn's Law and considering a lockdown scenario whereby the children are told that a tiger has escaped a zoo and may be on the premises.

5. Governance

MA said that AF's term was due to end in the autumn but has indicated that he is happy to renew.

7. Correspondence

None.

8. Policies

Restrictive Physical Intervention: LBl explained that this policy is different to the previous policy, that it is mandated by law, and is a HCC model policy that has been personalised to St. Peter's. LBl said that she had discussed it with JF and he is happy with it. She explained that one of the main changes is around "seclusion" – defined as statutory guidance includes a child being taking away from their peers to work 1:1 as a planned part of their intervention. It isn't seen as a negative. Governors approved the policy.

9. Any Other Business

i. Sustainability Plan

MA explained that this is a DfE required policy, adapted from another school in the diocese, that had been circulated in March. She said that the School Council are using it now and that it will return with updates next year for a review.

ii. Dates for next year
These are being worked on and will come out shortly.

iii. **WGBT**
MA suggested an annual evaluation of the governing body away from FGB to evaluate achievements and set strategic aimsand asked Governors to consider when would be a good opportunity to reflect on the year. It was suggested that a date at the beginning of the new term rather than in the summer would be preferred. MA agreed that we can focus on roles and committee structures at the next FGB. MA to identify a suitable date.

iv. EP asked if the Kings senior school policy to ban smartphones for 2026/27 Y7 has impacted the School? LBu and LBl said that they were not aware of any impact.

10. **Closing Prayer**
The meeting was closed with a prayer.

Date of next meeting: 6.30pm-8.30pm, Monday 6th July 2026