



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

Thursday 15th May at 6.30pm-8.30pm

Present:		
Kevin Mahony (Chair) Alexis Artaud de La Ferriere Louise Buxton John Paul Foley Harriet Hunt Tim Wootton-Beard Brigid Quest-Ritson Father Mark Hogan Beth Welsby		Foundation Governor Foundation Governor Headteacher Governor Foundation Governor Parent Governor LA Governor Foundation Governor Foundation Governor Staff Governor
In Attendance		
Joanne Lawford		LA Clerk
Apologies		
Mary Alveyn (Vice Chair) Louise Blake Lidia Otero		Foundation Governor Associate Governor Parent Governor
1.	Welcome, Apologies and Opening Prayer MH opened the meeting with a prayer. Apologies were noted as above.	
2.	Declaration of Pecuniary Interests None.	
3.	Declarations of Business Interests None.	
4.	Minutes of meeting held on Thursday 27th March 2025 i. Review of minutes The minutes were approved. ii. Actions not recorded elsewhere on the agenda	
	Item 7.2 Action: LBU to ascertain if the School would retain its say on PAN if it was part of an academy.	Ongoing.
5.	Head Teacher's Report <i>Received: HT report</i> LBU described the report as a large document that every SLT member and LF Lead updates, and she asked Governors to give feedback on anything to improve or add. For version control, content mentioned previously is in grey. LB summarised the headlines and said the school now has 24 EHCPs, a pattern being seen at other schools. Governor questions were invited.	



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What do we know about EHCP, what is our trendline against other schools?	Very similar, we may be just a little higher than Hampshire.
Noted reducing %ages of Catholics in each year group, is this a trend in other Catholic schools?	Asking for Catholic numbers across other schools. AAF could be fewer people identifying as Catholic, fewer baptisms. The diocese are asking schools for their admissions for September 2025 and number of Catholics. LBU has numbers for the diocese regarding national numbers (including secondary). We are over national number for PP 23% vs 22%
Two other schools were invited to INSET days, did they come?	Yes, including Kings.
LBU asked if Governors had received any feedback from children relating to the playground	HH had positive feedback, AAF not so positive.
Curriculum enhancement – trips – seems like a good opportunity to have Christ at the Centre of these days. Do we do this?	BW said, probably not explicitly but we could look at that. BQR said that the curriculum workshop looked at worship, prayer and liturgy and the school being able to show what was being done and being able to evidence the impact. BW said that with Italy day, the school could invite an Italian adult, likely to be Catholic. It was agreed that visitors could just talk about their festivals and local life. LBU thanked MH for the time he gives the school and the challenge.
Suspensions, are any of these children moving to special schools?	One moved in Spring. All four children have been allocated places in schools that meet their needs.

Other points of discussion were:

- Funds raised, Easter celebrations. BW said the children were a lot more involved with the liturgy and services, particularly with the Holy Week Service. Meanwhile, the prayer space was lovely, very attractive and set-up appropriately for all years to access.
- Sports premium funding for following year remains unknown.
- A PP discussion at CSI as to what is giving children a real benefit and it is felt to be literacy, a further discussion will follow about how the funds are currently used, will not change for 25/26 but for 26/27. PP funding has been used for music but at the most recent concert there were no PP children present. A suggestion was made that funding be changed to using it for academic support which is proven to increase changes within education and future life skills as part of this discussion.
- SEN, it has been agreed in the last 3 weeks that four children move to special school. Thanks to Grace Foster, SENDCO, for her hard work. A significant move for the school and impacts by releasing resources.
- Safeguarding, many MASH referrals (Children's Services). Attendance is generally good, would like to get pre-covid stats of 96% and regularly monitor
- Behaviours and attitudes, using CPOMS to show pie chart in the report Pie chart shows the types of categories incidents recorded under



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6.	<p>Policies as per annual review None to note. RSHE was on the official list but has been deferred due to work taking place on one of the INSET days with Kit Messenger, 'Empowerment Approach'..</p>
7.	<p>Mission Statement <i>'We are a forward-looking school, continually seeking ways to build on our successes and further enhance the educational experience of our children.'</i></p> <p>i. Discuss proposal of an AGM (March minutes refer) The pros and cons of an AGM were debated. Whilst it was agreed that governor presence needs increasing around the School, it was felt that an AGM would not currently be the best way to achieve this. It was agreed that LBU would organise a shared document of dates and events for Governors to sign up to each half-term and include a rota for a newsletter piece. Suggestions of events for Governors to attend included meeting new parents, YR/1 parents (the event did not take place this year due to illness), sports day, summer fair, community café, worship events.</p> <p>ii. Review the Catholic Self-Evaluation Document (CSED) LBU explained that there had been lots of reviews made to the document. 3/9 sections had been updated, and it was intended to be finished by the end of the following week. MA, AAF, HH, LBU and other staff members all input and reviewed. KM thanks to all involved. There were no questions.</p> <p>iii. Receive reports linked to the HIASS Programme There were no questions for this item.</p> <p>iv. Receive reports linked to the SIP LBU said that the main issue is getting YR/1 correct. There was no further discussion and no questions on the SIP content.</p>
8.	<p>Committees Receive reports from the following Committees and discuss any items deferred to FGB</p> <p>I. Resources <i>Received: RC minutes, Budget report and graphs</i></p> <p>TWB summarised the School position:</p> <ul style="list-style-type: none"> • Post RC it had been agreed that the School would provide a one-year budget which will be reviewed in-house during October in time for the November budget review deadline and based on class structures. • A robust balanced budget is now in place for the coming year, with an overall income of £2.34m, expenditure pretty much the same and a small surplus. TWB has high confidence in it. • There will be some adjustments to make regarding the pupils leaving to special school and changes in the catering provider. • In terms of staffing, the assumption in the budget is that one staff member will be leaving as will two maternity covers. No assumptions have been made regarding any other staffing structure changes. • Boys' toilet to be completed. There are no other planned projects. • As a result of benchmarking, more exploratory work will be undertaken, for instance the cleaning costs are high in comparison to other schools.



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- The graphs show a reduction in income, and expenses going up in line with inflation. The deficit will be due to income so the challenge going forward will be income generation and suggestions are welcome.
- The teaching budget has reduced in the last year.
- Keep a track throughout the year month-by-month.

TWB to pick up the annual transfer of £20k from the Community Budget to the Delegated Budget.

KM requested a vote on the budget as presented and all those present agreed for it to be signed off.

KM thanked all involved, there had been lots of hard work, meetings and time, including RF.

II. Admissions

Received: Hants finance meeting report, Modelling table

LBu said the LLP was coming in the next day to work through the operative side of the PAN reductions and the organisation within the school. LBU summarised all of the meetings that had been held, EPS, EFS involvement and the documents stated above.

KM said that one view is that we keep going and the deficit keeps getting pushed back a year and the other view is what would the LA do if we did go into deficit. The LA said they are unlikely to enforce changes, particularly as the school has been demonstrating engagement.

It was noted that the School is currently expecting 33 children into YR and cannot go to an intake of 30 if there is interest of 31. If the cohort goes down to 30, it then can't go back up for YR and this would have to be reported on the school website. LBU said the meeting with the LLP tomorrow will be about this aspect. It was further noted that as a voluntary aided school we can go to 30 and the process would be that Hampshire would have to take the decision to adjudication if they did not accept. Hampshire have said they currently would not accept it, however, they said was that if in December the School can show it would be at 30 or below, they would not object. This was mentioned verbally and MA is following up by email in order to have a written comment or agreement in this regard.

III. Curriculum and Standards

Received: draft minutes and note from MA

KM felt the data presentation was a step forward and much improved. It was noted that CIS will be discussing a plan for Governor monitoring to bring to FGB.

There were no questions.



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9.	<p>IV. Health & Safety. <i>Received: minutes</i></p> <p>JF reported that at the last meeting it had been mentioned that two-thirds of the actions had been complete, now just two are outstanding. A commitment had been made to undertake local risk assessments of nineteen places around the School, 90% were completed in April and all will be completed by the end of half term. JF said that the outdoor canopy looks great and that the outside area of LF is also complete.</p> <p>KM asked if the business community plan (BCP) has anything in place for being locked out of computer systems for any reason. RF said that H&S would cover that. KM asked if there is a cyber plan in place? LBu will check and email KM.</p>
10.	<p>Governor Training <i>Received: WGBT list</i></p> <p>It was agreed that Governors should view the list and feedback their preferences to MA.</p> <p>LBu said that at the first FGB of the year, she will do two slides on safeguarding to ensure all governors have adequate information.</p>
11.	<p>Correspondence</p> <p>KM reported receipt of two complaints. He had followed the complaints process; one has been addressed and the other is ongoing.</p>
12.	<p>Any Other Business</p> <p>KM shared that his 2nd term is coming to conclusion early in the academic year at which time he proposes to hand in his notice. KM said that it has been a pleasure working with you all. Governors were asked to email expressions of interest to take up the role of FGB Chair to JL. LBu thanked KM for his excellent chairmanship.</p>
13.	<p>Closing Prayer</p> <p>MH gave the closing prayer.</p>

Date of next meeting: 6.30pm-8.30pm, Monday 7th July 2025

MINUTES APPROVED

Signature.....
 Minutes signed by (PRINT).....
 Position.....
 Date.....