

DERRY HILL CHURCH OF ENGLAND (VOLUNTARY AIDED) PRIMARY SCHOOL MINUTES
FULL GOVERNING BODY MEETING HELD ON
Monday 20th July 2026 AT 6PM

PRESENT: Mark Paxford, Richard French, Hayley Roberts, Zoe Armstrong, Martyn Riley, Naomi Olnier, David Halls and Kimberley Brown.

Clerk:

1	Welcome and Opening Prayer The meeting was formally opened by the Chair, MP. DH led governors in prayer.
2	Apologies for Absence Apologies had been received and accepted from Danny Holland & Carol Foley Not in attendance: Reverend Sarah Errington.
3	Register of Business & Pecuniary Interests No changes declared.
4	Minutes of the Previous Meeting The minutes of the meeting held on the 7 th May 2026 had been circulated prior to the meeting the minutes were agreed.
5	Matters Arising & Actions (from previous minutes) Matters Arising: Review of Actions: Action DH Clerk: Cross check of the Monitoring Visits Recorded to be carried out - ongoing Action HR: New PREVENT training for Governors to be circulated – Ongoing Action HR: Latest SDP unloaded to one note – complete
6	Head Teachers Update Safeguarding Whole-school safeguarding training will take place on Tuesday 1st September from 9:00–11:00, delivered by the Local Authority, this is being delivered remotely. Governors

	are welcome to come in if they prefer. CPOMS is now in use across the school, so far it's not very user friendly or useful for reporting so HR is looking at training to use the full functionality. Safeguarding issues have increased this term, please refer to table provided. HR has completed all prevent training provided so far, with 2 left to complete in the Autumn term. HR completed Anaphylaxis lead training and created a policy in line with new regulations to manage allergies and whole school training is booked for Septembers TD day. NO was nominated as Governor for Anaphylaxis and will join in training in September. We have 3 children with EPIPens in school. The school are required to hold more spare pens than previously required, in different dosages to suit ages at the school. Mrs Asfaw will be dropping her DDSL role. Mr Heavey will become DDSL in September and his training is booked.
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	School Improvement A Local Authority review has taken place with the SIA. This was a positive meeting and HR has shared a copy of the report. No outstanding actions. There is a new Hub Lead to support SIA. Attendance Attendance remains strong and the school falls below national average for absence. No AP's or exclusions for this year. Please see report for data provided. 4 children due to leave at the end of the year due to relocation. Staffing 2 new full time Teachers joining in KS1 Miss Leach is an ECT And MR will be her Mentor. We have 1 new MDSA starting in September and one for interview in September. 1 MDSA has left for a TA position elsewhere. KB to join SLT. Admissions HR confirmed 29 are joining Reception next year. Statutory Data Pearson have been criticized for their marking and the delayed results. Other schools have had up to 14 marks missed. 2 x children who missed out in greater depth MR feels he may have found the marks. It is not possible to check every paper, review period has been extended until 7th September 2026. Figures are published nationally in November. Ofsted will look at a 3 year trend and the school has improved from last year in every area. Early years were all above national. The Governors collectively complimented the subject leaders, teachers in KS2, and all intervention staff. Well done and thank you for your efforts. New implementations for subjects have been well thought out, aiming for improvement year on year than a quick fix. Interventions have been planned and budgeted for all year around. Vicki will be working on SATS prep from day1, alternating subjects each term. Once SATs are completed, she will commence with YR5.
7	SDP Updated SDP is available on One note. Curriculum leads have been finalised. Mr Heavey is being supported by MR with the new Maths scheme implementation plan, which has now been presented to the Teachers.

	Literacy leaves will continue. The current Y6 class have not had much exposure to the system, the School expect to see its impact next year as the upcoming Y6 class have used it since Y4. RE & PSHE have new syllabuses starting in September. The Chippenham Cluster has target priorities with a focus on Maths and inclusive practice. This links nicely with the school's own areas of focus. The cluster is providing free CPD for staff. Q – HR asked the Governors to send any ideas for the SDP to be sent to her R – To continue to work and to maintain good work.
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8	Finance Final budget set and included along with Finance Group meeting minutes. - UIFSM grant was reduced by DFE by 20% after the budget was set. This is in anticipation of the FSM changes. FSM is changing. - Targeted FSM will include Pupil premium funding and is available to those on universal credit earning less than £7,400. - Expanded FSM does not come with extra funding and is available to anyone on universal credit without an earning cap. - DFE have released a grant to cover the extra children picked up in Expanded FSM. We expect this will cost around £95 a student per year, due to our meals being more than the grant allows for. Pupil premium changes - Due to the financial pressures and rising costs, from September those in receipt of Pupil premium have been asked to contribute 30% of the cost of trips. This has been communicated to parents and we have not received any feedback as yet. Over the coming years this contribution will increase to 50%. This will bring us in line with other local schools. PE Grant - The DfE have increased the transitional PE Grant. We anticipate an extra 4months worth of funding. In2sport will continue until December and then our agreement will come to an end. Budget monitoring shared, but early in the days so everything is up to 100% as KB expects to spend the allocated budget at this stage. DFC pot is £14,220.61. Our fire door contribution is £190.00
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9	Premises and Health & Safety (including Maintenance schedule) The maintenance schedule is up to date and lots of work being carried out over the summer, including the replacement fire doors. The field is to be looked at over the summer and, weather permitting, fertilized and reseeded. Dolmans completed a building survey at the request of the Diocese. Overall, he was happy with the upkeep of the building and will feed back our concerns about the lintels outside the library and a small leak in Reception.
10	Governor Monitoring & Training MP updated the Governor monitoring policy. Governors will complete 3 curriculum monitoring sessions a year, all together and at an appropriate time for teachers. DH was unable to attend the disadvantaged learner session and will attend the next available. Governor Monitoring Undertaken ○ H, C, V – 13/1/26, 3/2/26, 13/3/26, 21/4/26 ○ LA Monitoring – 13/1/26 ○ Year 4 – 25/2/26 ○ Year 5 & 6 – 25/2/26 ○ Pupil Voice – Safeguarding – 27/4/26 ○ Pupil Voice – Behaviour – 27/4/26
	○ Attendance – 21/4/26 Training The following training has been undertaken: ○ Zoe Armstrong - Ofsted - What to Expect (Online Live) ○ Sarah Errington - Ofsted - What to Expect (Online Live) ○ Richard French - Ofsted - What to Expect (Online Live) ○ David Halls - SEND Link-Governors/Trustees Network Session 3, 2025-26 (Online Live)

11	Governor Recruitment & Succession CF will be stepping down later in the year, CF's duties need sharing amongst the Governors. NO will become safeguarding Governor and will attend the meetings (3x year) and the Behaviour, Attendance and safeguarding audit with the LA. A discussion took place regarding governor recruitment, particularly for Foundation Governors. A new Governor has been recruited and application is progressing. DH Clerk action – please confirm MP mentioned the village magazine for advertisement.
12	Church School Distinctiveness A new RE curriculum is being developed in preparation for September. An update on Church School Distinctiveness to be discussed in September. QDH: Previously the Church Distinctiveness worked and was strong, how do we improve? R: Previously the Vicar and Foundation Governor would take the lead, once Foundation Governor is appointed this can move forward.
13	Policies The following policies were adopted: • DHS GDPR complaints procedure - MP & RF • DHS Anaphylaxis - MP & NO
14	AGM Unanimous vote for Mark to retain Chair of Governors Unanimous vote for Zoe as Vice Chair of Governors Unanimous vote that a Co-vice is not required as the new Vice is not due to leave. To allow for succession planning Governors are to shadow Vice and Chair throughout the year. Terms of Reference to be discussed in Septembers meeting and to be discussed in detail. QDH- Does the Scheme of Delegation include link of responsibilities? A – No but this can be pulled into the Governors Monitoring Policy. It was suggested Governors increase the number of reports uploaded this year, with an early upload in September in anticipation of Ofsted. Visits to be planned further in advance, process isn't clear who is responsible for setting them

	up. Visits are to be longer to allow the children to acclimatise to Governors in the room. HR will get tough dates in, to link with FGB meetings, reports to be included in the upload before meetings. HR to look at appropriate times for meetings. Q- is there a standalone monitoring report template available. HR to action.
15	AOB The meeting closed with a prayer.
16	Meeting Close Next Meeting – Wednesday 23rd September in school at 6pm

ACTIONS

Action Description	Owner	Status
Cross-check Monitoring Visits record	DH	Pending
Add DfE Prevent Awareness Week training	DH	Pending
Circulate PREVENT training for Governors	HR	Ongoing
Dates for Governor monitoring	HR	
Report template for monitoring	HR	

