



Foxton Primary School
Full Governing Board Meeting
Thursday, 7 May 2026 at 17:30 (In school)

Minutes

Governors Present: Janet Muir (JM - Head), Chris Grey (CG), Joseph Barker-Sherry (JB-S – Co-Chair), Lynn Brooks (LB), Aaran Hayward (AH), Ally Smith (AS)

Also In attendance: Wendy Whistler (WW - SBM), Anna Caroe (AC – Cambs CC – agenda item 7), Andrew Pulham (CK) Clerk (Meeting clerked remotely)

Key: Orange for governor questions
Green for action points (Action Log at end of minutes)

Item	Item	Action
1.	Welcome The Chair (JB-S) opened the meeting at 17:32 and welcomed his fellow Governors to the meeting.	N/A
2.	Apologies for absence Apologies had been received from Lisa Murphy (LM) and her absence was recorded as authorised. The absence of Rachel Lloyd was recorded as unauthorised. The Clerk confirmed the meeting was quorate. The meeting remained quorate throughout.	N/A
3.	Declarations of interest relating to items on the agenda JM and LB in respect of the discussion of the SLA agenda item 7. It was agreed neither would vote on any decisions required as part of this item.	N/A
4.	Notification of urgent business No urgent business was tabled.	N/A
5.	Minutes of the meeting on 26/03/26 a. Main meeting The minutes of the meeting held on 26/03/26 were agreed, as presented. b. Confidential extract The confidential extract of the minutes the meeting held on 26/03/26 was agreed, as presented.	N/A
6.	Matters arising – update on action list (see below)	



Action Log 26 March 2026		Owner Initials	Deadline	Update 7 May 2026
AP117	Anna Caroe at CCC to be asked to assist with the preparation and dissemination of an advertisement for new Governors.	LM	ASAP	Cost to school of £80 noted and approved by Governors. Action to proceed.
AP118	LB to update website and GIAS to confirm re-appointment of CG as of 17/03/26	LB	ASAP	Action partly completed. LB to finalise updates.
AP119	LB to update website and GIAS to confirm re-appointment of LM as of 27/01/26.	LB	ASAP	Action completed.
AP120	AS to be asked if she would be able to taken on the Science monitoring role.	AS	ASAP	Action completed (AS taking on role).
AP121	JM to contact the originator of the email about parking to query its contents and whether it was perhaps intended for a different school.	JM	ASAP	Action completed (letter did not relate to Foxton).
AP122	JM to investigate and report back at May FGB.	JM	Agenda dispatch	On current agenda.
AP123	JM to commission an external review of the school's SDP from Liz Holmes of CCC, during the summer term.	JM	Summer term 2026	Action underway.
AP124	Contained within confidential extract			See confidential extract.
AP125	Contained within confidential extract			See confidential extract.
AP126	Contained within confidential extract			See confidential extract.
AP127	JB-S to send certificate of completion of training to Anita	JB-S	ASAP	Awaiting completion.
AP128	WW to speak with Anita to clarify the VAT rules concerning the deployment of PTA raised funds.	WW	ASAP	Action completed.



7.	Fowlmere update This item is the subject of a separate, confidential minute	N/A
8.	Budget 2026/26 WW gave a presentation of the school's proposed budget for 2026/27, a copy of which had been circulated in advance of the meeting. The outturn for 2025/26 was noted. Governors were pleased to note that the school had not ended the year with an in-year deficit as anticipated, although had it done so this would have been covered by the school's carryforward. Governors were reminded that the 2026/27 budget under discussion related to the financial year April-March, which does not align with the academic year of September- August. Areas of uncertainty and risk, including those concerning the teachers' pay settlement and SEND funding, were noted. Assumptions underpinning the proposed budget were outlined. Governor questions were addressed by JM and WW as appropriate. The effect on the proposed budget and budget structure of the school's working arrangement with Fowlmere were noted. Governors commended WW for her clear and comprehensive report and presentation. Governors asked the following question: <i>Q. Why are we not fully spending our surplus/carryforward?</i> A. It is healthy for schools to maintain a reserve, if possible, to help with unplanned/unexpected events that may occur during the year. It can be a sign of a well-managed school. A surplus should not, however be maintained at too high a level, as the money is there to benefit the pupils. A balanced, pragmatic approach is essential. The 2026/27 budget was approved as presented. JB-S to sign off on the budget, before its submission to Cambs CC (AP132).	JB-S
9.	Chair's business Governors noted that the school's RSE Policy would need to be reviewed in advance of its re-adoption in September and the process of review would require an act of consultation CK to put RSE Policy on agenda for July FGB (AP133).	CK

10.	Headteacher's business JM took Governors through her report which had been circulated in advance of the meeting. The many positives arising from non-curricular events such as the school's ongoing partnership with Wimpole, were noted. Staffing issues were noted and discussed and questions were addressed by JM. Governors agreed to defer discussion of the School Development Plan to the July meeting.	N/A
11.	Standing item – safeguarding (inc. H&S) Governors agreed there were no current items of concern to address.	N/A
12.	Standing item – Governor monitoring visits There were no visit reports presented. Governors noted that a science monitoring visit was planned in advance of the next FGB.	N/A
13.	Standing item – statutory policies for approval - Privacy Notices The Policy was approved, as presented. - Grievance Policy The Policy was approved, as presented. - Health, Safety and Welfare Policy The Policy was approved, as presented.	N/A
14.	Standing item – non-statutory policies for approval - Allegations against staff The Policy was approved, as presented. - Online Safety Policy Governors agreed to defer consideration of this Policy to the July FGB. - CK to place Online Safety Policy on agenda for July FGB (AP134).	CK
15.	Standing item – Governor professional development No matters to discuss.	N/A
16.	Friends of Foxton – verbal update Governors received a report on the activities of the Friends and were pleased to note they remain a positive and well-performing team. Governors noted the Friends' intention to apply for grants to support their activities, where these are available. Governors asked that their thanks be conveyed to the Friends for the tremendous work they do to support school life. School to apply to be a beneficiary of the Waitrose community support scheme (AP135).	TBC
17.	Foxton Village Hall – verbal update Governors noted there had been a recent change of Trustees at the village hall and that relationships between the school and the management body were proving positive.	N/A



18.	Correspondence from CCC or other outside bodies No correspondence notified.	N/A
19.	Urgent business accepted under agenda item 4 No urgent business tabled.	N/A
20.	Standing item – staff and Headteacher wellbeing No matters discussed.	N/A
21.	Dates of the next FGB meeting The date of the final FGB meeting in 2025/26 was confirmed as follows: Thursday, 9 July 2026 at 17:30 (in school)	N/A

The Chair closed the meeting at 19:33

Chair.....

Date.....

Not Part of Minutes

Action Log 7 May 2026		Owner Initials	Deadline
AP129	See confidential extract	N/A	N/A
AP130	See confidential extract	N/A	N/A
AP131	See confidential extract	N/A	N/A
AP132	JB-S to sign off on the budget, before its submission to Cambs CC.	JB-S	ASAP
AP133	CK to put RSE Policy on agenda for July FGB.	CK	Agenda dispatch
AP134	CK to place Online Safety Policy on agenda for July FGB.	CK	Agenda dispatch
AP135	School to apply to be a beneficiary of the Waitrose community support scheme.	TBC	TBC

