

CHBP School Federation

Brunswick Park Primary and Nursery School
Osidge Lane,
Southgate,
London
N14 5DU

Tel: 020 8368 3468
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Church Hill Primary School
Burlington Rise
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EN4 8NN

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CHBP Federation FGB Minutes of Meeting Wednesday 13th November 2024 at 6pm Brunswick Park School

LA GOVERNOR

Cllr Dr Philip Cohen **(PC)**

PARENT GOVERNORS

Judith Smith **(JS)**
1 x vacancy

STAFF GOVERNORS

Andy Griffiths **(AG)** (Executive Headteacher)

CO-OPTED GOVERNORS

Elly Balmforth **(EB)**
Natalie Cardozo **(NC)**
Paul deVille **(PdV)**
Megan Hallett **(MH)**
Sue Markham **(SM)**
Fiona Oommen **(FO)**
Nancy Nash **(NN)**
Isabel Barbuk **(IB)**

ASSOCIATE MEMBERS

Duncan Hooper **(DH)**
Jo Porter **(JP)**
Georgie Wheeler **(GW)**

Sejal Rabone **(SR)** Chair
Suzanna McGloin **(SMcG)** Vice Chair
3 x vacancies

CLERK: Patricia Roche

Item	Minutes
	Part 1
1.	Welcome and receipt of apologies for absence and approval of any absences Apologies were received and approved from DH, NC, JS and PC.

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2.	To declare any conflict of interest to items on the agenda Nothing to declare
3.	To receive notification of any other urgent business PdV advised he would provide an update on the meeting held that morning in Part II minutes
4.	To receive and approve the minutes of the previous FGB meeting held on 25th June 2024 The minutes from the full gb meeting held on 25 th June 2024 were approved as a true copy of the meeting.
5.	To provide an update on the actions arising from the previous meeting. ACTIONS arising from the FGB Meeting held on 25 th June 2024 <ol style="list-style-type: none"> 1. All governors were asked to send their bios to NN 2. JP to investigate further "Stay and Play" at CH 3. SMcG advised curriculum visit will take place on 20/11 4. Premises visit tba 5. Signage at CH – JP will get this tidied up and will be looked at after re-branding 6. SEND policy – NN to posts updated policy and all governors to approve on Govhub 7. Safeguarding visit reports on GovHub 8. Dates confirmed for academic year
6.	To confirm that all governors have completed their declarations Clerk will send reminders to any outstanding.
7.	To confirm Chair and Vice Chair The Chair, Paul de Ville had been voted in at the July meeting. The Vice Chair, Suzanne McGloin had been voted in at the July meeting. Committee structure: This would remain as is and will be looked at when new governors are recruited.
	PART II MEETING TOOK PLACE AT THIS TIME BEFORE 1 GOVERNOR HAD TO LEAVE EARLY

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8.	<p>Link Governors</p> <p>Safeguarding – IB SEND – SM Policies – MH SIP and Governor visits – FO H&S and Premises – IB and PdV Compliance and Website – NN Pupil Voice – JS Meeting dates co-ordinator – SMcG Wellbeing – SMcG Community links and PTA – PC Future strategies – SR Pupil Premium – NC Staff Voice – TS and EB</p>
9.	<p>Governor membership</p> <p>3 Co-opted vacancies 1 Parent Governor vacancy (CH)</p>
10.	<p>To receive updates from the following committee meetings:</p> <ul style="list-style-type: none"> a. Finance Committee b. Curriculum & Standards Committee c. Premises update <p>Finance: FO advised that the committee reviewed Quarter 2 figures at the last meeting and there was some good and bad news. FO advised that the income received in both CH and BP is above what had been budgeted for, however, it was noted that BP's costs have gone up. Quarter 2 figures are showing a position of surplus which the committee looked at in detail and it is evident that BP are seeing the benefits of the consultancy income. FO advised that at CH the income is above budget but the costs rose at a greater rate so the anticipated deficit is slightly more than budgeted and given there is a licence deficit at CH and the LA have requested a meeting the committee have looked at the detail of staffing needs for the level of support particularly in Reception. It is felt that this might not be the appropriate setting for some children's needs even though the schools are increasingly attracting children with greater needs than a mainstream school can provide. AG advised that BP school is now at a point of saturation and it is apparent that some schools are not following the Fair Share agreement.</p>

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AG advised that parents are choosing BP on word of mouth and are not even visiting and it is felt that the good reputation the school has is enticing even more parents.

AG advised that the LA are not doing anything with the information he has provided them with and the numbers of SEND children is increasing.

The committee are aware of the financial implications this has and are in agreement that this cannot be funded with a standard budget as the school is only being funded fully for non-SEND children with EHCP funding not covering the needs.

A governor asked if the school could fast-track EHCPs for those children who need them and AG advised that the system is in the process of being changed to a High Needs Funding which will rely on being granted by a panel.

It was agreed that the governing body needs to look at this topic from a strategy point of view.

All are aware of the pressures this is putting on staff and it is also apparent that some children with greater depth knowledge may begin to look elsewhere.

AG advised that restructuring and removing staff particularly from Reception would be detrimental to the remaining staff and would not be safe or manageable.

It is felt that the opportunity of federating would give the schools a greater pool for staffing needs.

FO advised that the committee will continue to monitor the budget and all costs are being tightly controlled. The schools are asking the PSA to fund essential items needed.

FO advised all that the committee is operating in a responsible way.

Governors are aware that BP is not sustainable and it is helped by the external finances from the consultancy.

FO advised that the committee will look at the 3-year plan in detail.

Curriculum & Standards:

SMcG advised that the committee have met and that the committee often talks about the challenges that the schools face.

The committee looked at the SIP and are aware of the key for carrying things over.

The committee will carry out a visit with a focus on Geography on 21st November and invited all governors.

The committee will join a Project on a Page meeting and revisit later to see it in action.

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	<p>Premises:</p> <p>PdeV has visited CH and will set a date for a BP visit and will speak to NN with MH.</p> <p>A governor asked if the tap for handwashing in Year 1 got resolved and was advised that it did.</p>
11.	<p>To ratify and approve any Policies due</p> <p>The updated SEND policy will be uploaded on Govhub and all governors are asked to ratify this on Govhub. Action: All governors</p> <p>The following policies were uploaded on Govhub and duly ratified by governors:</p> <ul style="list-style-type: none"> Attendance Complaints Intimate Care Teacher Appraisal Teacher Capability Teacher Pay Policy
12.	<p>Executive Headteacher's report</p> <p>AG had uploaded his report on Govhub and governors were asked if they had any questions.</p> <p>QUESTIONS FROM GOVERNORS:</p> <p>A governor asked how the training is running and AG advised that the venue has been changed and it is taking place in the Parenthub at BP and it is being well attended with positive feedback from attendees.</p> <p>GW advised she delivered training on Building Effective relationships with parents which was attended by 10-12 parents.</p> <p>PdeV advised that this is an important aspect for future strategies and it should be in a separate budget to normal budget to enable all to have a clear picture. AG advised they have had to press pause on this in order to get the balance right and need more people to be able to deliver courses. It is felt important that the schools need to be able to support and afford it and it is seen as a positive and there is no doubt that it will get bigger.</p> <p><i>At 7.15 FO left the meeting (having advised at the start she had to leave early)</i></p> <p>A governor asked if CH were aware of the development across from the school and if the school had been approached regarding planning and JP advised it had not and that the school hasn't been impacted yet.</p>

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	It was noted that the Head of Schools reports are delivered in the Curriculum & Standards & Wellbeing meetings and all governors should read these on Govhub.
13.	Chair's report PdeV advised he will forward any correspondence on to governors. PdeV advised there has been one grievance which the previous Chair SR handled and there has been one complaint which has been closed off by HR. Governors were reminded that details of any complaints would not be shared with governors in any detail in case they were needed to sit on a panel as the complaints policy would need to be followed strictly.
14.	To receive the termly Safeguarding report This item will be c/fwd to the next full gb meeting.
15.	Premises visits PdeV and MH will arrange.
16.	SLLF Update This was covered earlier under Part II minutes.
17.	HTPM update PdeV advised that this will take place on 26 th November.
18.	Training Update Governors were reminded to book their safeguarding training and to log all their training on Govhub under their profile. Action: All Governors
19.	Any other urgent business No other business.
20.	To consider which items discussed at the meeting should remain confidential Item 16 SLLF update was discussed in Part II

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Meeting closed at 7.35pm.

Date of next fgb meeting: 26th March 2025

ACTIONS POINTS:

- 1. Governors to send their bios for website to NN**
- 2. Governors to ratify policies on Govhub**

c/fwd item

Safeguarding report