

Low Trenchard & St Catherine's Church of England Primary Schools Hub

Chair of Governors – Amy Crompton, acrompton@andaras.org Executive Head Teacher – Louise Hussey



An Daras Trust

Igniting Curiosity Growing Capabilities

Low Trenchard Church of England Primary School

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Head of School – Liz Davy

St Catherine's Church of England Primary School

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Tel: 01566 772198

Head of School – Pippa Warner

8/7/25

MINUTES

Summer Term Meeting 2025

Local Governing Board: Low Trenchard & St Catherine's CofE School Hub

Tuesday 1st July 2025 / midday at Central Office

1. Welcome (including Trust Identity) and Apologies

Present: Amy Crompton (Chair), Louise Hussey (EHT), Emma Bending, Margaret Young, Naomi Smith, Martin Hampton, Toby Lee

Apologies: None

Absent: Joy McSmythurs, Natalie Pankhurst

In Attendance: Gill Shippides (Trust Director), Ann Cullum (Local Governance Officer).

The Chair welcomed everyone and opened the meeting with a prayer by the Reverend Jane. GS introduced herself for the benefit of the recently appointed governors and offered to help wherever needed. LH briefly recapped the Trust Identity presentation, emphasising that our children leave the schools able to be good citizens.

2. Declarations of Interest relevant to this agenda

None were declared relevant to this meeting.

3. Governors

MY has tendered her resignation with effect from 23rd July 2025. The Chair thanked MY for her many years of service and GS thanked her on behalf of the Trust. JS resigned with effect from 11th May 2025.

The governors appointed Rev. Michael Dobson as a new Co-opted Governor in his absence. MD confirmed that he was happy to be appointed in absentia. He is the vicar of St Mary's in Launceston. TL agreed to be nominated as a Foundation Governor.

4. Confirm Minutes of LGB Spring Meeting (18th March 2025) and Matters Arising

The governors accepted the minutes as a true and accurate record of the last meeting and the Chair signed a copy.

- NP to conduct an EYFS visit in the summer term – *to be discussed in item 19*
- Monitoring Visits and Working Group – *to be discussed in item 19*
- Governor Training – *to be discussed in item 19*.

5. Management of Top 3 Risks and Sustainability

LT

1. Finance

2. Staffing

3. Falling Standards.

SC

1. Finance

2. Falling Standards

3. Staffing – cover for long term absences

6. Confidential Matters

LH shared confidential financial matters which are recorded separately in Confidential Matters.

7. Heads' Reports

The Heads' Reports have been made available to all governors and the governors raised various concerns and challenges. **Regarding the church vision (item 2:1 in the HoS Report), as Church of England schools why are you allowing "cultural changes in belief" to influence R.E? There should not be any embarrassment about being Christian.** These are two separate elements. RE is a discreet academic subject and shouldn't be confused with the Church vision or ethos. We aren't compromising our Christianity. The R.E. syllabus covers different religions, including world views which covers those who have no religion. Regardless of what we believe, learning religion and cultural diversity is very important. St Catherine's Ofsted Inspectors were heavily focussed on how we teach cultural diversity. Our Christianity aspect is about teaching the Word of God and the stories of Jesus and how we can be good citizens by following the Bible. Worship and R.E. have to be kept completely separate. **Why do we teach R.E?** Because we are a diverse community now, and we need to learn about other cultures and religions. **Has there been a monitoring visit for R.E?** No, but this could be included in a SIAMS visit.

The Devon Mental Health Team are now rolling out their new service; have they made their school visit yet? They were due to visit Lew Trenchard and to meet Karl Jane (Y1 & Y2 Teacher) a few weeks ago but they rescheduled. It is worth pursuing their visit as they have been very helpful at St Catherine's.

Where it talks about racism in the HoS report, can you just give us a little more context on this please? And how it is mitigated for both Lew Trenchard & St Catherine's? Lew Trenchard figures look worse than it is, as we record absolutely everything. All instances have been satisfactorily dealt with, sometimes using whole class lessons to cover the instance whenever appropriate. Most of the diverse language has been picked up from songs that the children listen to. We are incorporating diversity within the R.E. curriculum.

How will Lew Trenchard keep the momentum going with the OPaL project after Dale Payton (Y5 & Y6 Teacher) leaves? Who will take over? LD explained that OPaL (Outdoor Play & Learning) employs a consultant who works with the school. LH has information that she can send to any interested governors. Lew Trenchard will still be running it and LD has asked staff to join in with this as it should be a team effort. The P.E. funding can be used to help with OpaL and DP will remain as the Trust Lead for P.E. The P.E. curriculum at Lew Trenchard is now in a very good place. TL has contacts with 'KICK' (who offer mentoring and sports coaching in schools). **TL will enquire if they may be interested in helping to set up P.E. resources.**

What is the impact of the Sustainability Centre please? How is it funded? The impact isn't known yet as there will be different responses from the Trust schools. The review process will be at Trust level. The purchase costs were shared amongst the Trust schools. **Is this done fairly amongst all the Trust schools? Does everyone get equal access to it?** Yes, but it is more difficult to implement with a larger school so there is variation in numbers of session dependent on class size. **Is there a process for reviewing it? For instance Pupil Voice?** The governors would appreciate the Trust view on this. **Can we see the results for both Lew Trenchard & St Catherine's?** We will look into this.

8. Improvement Plan – Review and Data Analysis

This is largely covered in the Heads' Report. LH has prepared a spread sheet that calculates the results and she will make this available to the governors when it is complete. Results won't be available until next week. 9/16 at Lew Trenchard in Y6 are SEN, and Writing attainment is therefore low. Writing at St Catherine's has improved at 83% overall. Both schools are looking good for development with Phonics

at 88/89%. Y2 shows improvements in Writing but this is still low – this is typical throughout all the Trust schools.

9. **Curriculum**

This is on the website and we have included everything that Ofsted recommended.

10. **SIAMS**

We had a very positive pre-SIAMS visit but we haven't received the report yet. The church element is featured on our websites. Exeter Diocese is updating their R.E. policy which we will adopt. LH has shared the Truro Diocese forms with the governors and has visited a Cornish school for Pre-SIAMS monitoring.

11. **Safeguarding**

All governors confirmed they've watched the KCSiE video.

12. **Review SEND and Attendance**

Attendance is good and approximately in line with the national average.

13. **P.E. Review and next academic year plan**

The plan will be finalised at the end of the month. MH has completed monitoring visits – *see item 19.*

14. **Staff Matters**

- Views of Staff (survey/feedback)
- Monitor welfare & workload, work/life balance
- Skills & Training.

This was a positive survey and was covered at the Working Party.

15. **Pupil Voice**

This was also a positive survey. Children are very articulate. Devon L.A. took a video of the Lew Trenchards' Ordinary Available Inclusive Provision and the children spoke very positively about the school.

16. **Parental Views and Engagement**

This was another very positive survey. All surveys are published on the websites.

17. **Pre Schools**

Numbers are good in both schools and everything is going well.

18. **Compliance**

Cyber Security and GDPR staff training is almost complete. Health & Safety (especially asbestos) has been inspected by LH and LD and everything is compliant.

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19. **Governor Monitoring & Training**

Monitoring/Visits and Working Group

- SEND – completed, EB's report has been made available to all governors
- NP to conduct an EYFS visit in the summer term – completed, report available to all governors.
- Safeguarding – completed, ACr's report has been made available to all governors
- Improvement Plan Review – discussed at Working Group, progress is being made
- **Next likely Improvement Plan priorities (Working Group) – carry forward**
- **PPG impact and provision for next year (TL) – carry forward**
- **PE impact and provision for next year (MH) – provision completed, but impact to carry forward**

Agree Monitoring and Working Groups for next term

- **Improvement Plan Priorities Confirmation (EHT)**
- **Risk analysis to ascertain current top 3 risks for 2025-26 (Chair/EHT)**
- **Safeguarding (ACr)**
- **SEND (EB).**

New Monitoring Timetable pro forma

Update and feedback on the use of this new form to collate all the monitoring visits together in the same place before the LGB meetings. LH will put the new pro forma on Sharepoint to make it easier for governors.

Governor Training Completed

GDPR – MD 5/6/25

Cyber Security – EB 1/5/25, MH 30/4/24, NS 1/7/25

Prevent – MD 5/6/25

Safeguarding – EB 24/4/25, MD 5/6/25.

One or two governors to take Safer Recruitment training (ACr 25/9/22).

All governors confirmed that they have received and read the Trust Termly Safeguarding Update as part of their ongoing Safeguarding training.

Governor Training Overdue – to be completed as soon as possible

EB, JM to complete GDPR Refresher training

JM, NP to complete Cyber Security training

NS to complete Local Governance training.

Governors to Email copies of certificates to AC so that records can be updated.

Governors still to complete Skills Audit - JM, MH, NP.

Chair's meeting with CEO

This was a positive meeting and the Chair's notes are available to all governors.

20. Trust PR Strategy Guidance

Governors were requested to familiarise themselves with this document and bring ideas to the next meeting. The schools are very active on Facebook. LH suggested videos would be a good idea to encourage parental engagement.

21. Policies due for Renewal

The SEND Policy and Local Offer were approved at this meeting. These will be posted on the website. LT's Behaviour Policy was approved by the governors. This will also be posted on the website.

The Trust Safeguarding Policy will be reviewed and revised in the Autumn term. At the next LGB meeting the governors will need to acknowledge that they are familiar and content with the school version of this policy.

The next school Admissions Policy will be produced in the Autumn term. The governors will need to review this as part of the consultation process at the next LGB meeting.

22. Any Other Business

The governors expressed their thanks to ACr for all the work she has done with Friends of Lew Trenchard. GS thanked everyone for inviting her to the meeting and for all their hard work. LH and LD invited her to visit them at Lew Trenchard any time.

23. Date of Next Meeting

The date of the next meeting is Wednesday 19th November 2025, midday at Central Office.

All governors confirmed they have received the Meeting Schedule for next year.

The meeting closed at 1.45pm.

Ann Cullum

Local Governance Officer

Distribution List:

Amy Crompton	– Chair & Parent Governor	Jo Callow	– CEO
Margaret Young	– Foundation Governor	Steve Tavener	– Chair of Trust Board
Natalie Pankhurst	– Parent Governor	Louise Hussey	– Executive Head Teacher
Naomi Smith	– Co-opted Governor	Liz Davy	– Head of LT School
Emma Bending	– Co-opted Governor	Pippa Warner	– Head of SC School
Sally Powell	– Staff Governor	Gill Shippides	– Trust Director
Joy McSmythurs	– Foundation Governor		
Rev. Phillip Parker	– Foundation Governor		
Martin Hampton	– Parent Governor		
Rev. Michael Dobson	– Co-opted Governor		