



CORBY OLD VILLAGE PRIMARY SCHOOL

Minutes of the Full Governing Body meeting
held on:

Monday 9th March 2026 at 6.30pm via Teams.

Present: Paula Thomas (PT - Head Teacher); Rachel Hume (RH - Chair);
Revd Paul Frost (PF); Dawn Cross (DC); Stephanie Knight (SK).

Apologies: Nick Hayward (NH); Rebecca Keir (RK).

In Attendance: Mike Behnke - Clerk (Syzygy Clerking Services); Vicki Gilmour (VG – Item 4).

NOTE: Governors questions and responses are shown in bold italics.

1. Welcome and Apologies for Absence

- RH welcomed governors to the meeting.
- Apologies were noted and accepted from NH and RK. RH informed the governors that RK had tendered her resignation for personal reasons. The Clerk was asked to remove her from GH, PT/VG to remove her from GIAS and other governance related correspondence. The parent governor vacancy would be re-advertised as well as parents approached via parents evenings etc.

Action: Clerk/PT/VG

- RH reported that due to family issues, NH would not be attending meetings in the near future, his roles to be picked up by RH/DC. However, his value to the FGB was recognised and therefore would be retained on the FGB until further notice.
- With 2 vacancies, governors discussed recruitment, it being felt that the 'Governors for Schools' site was too expensive and would not necessarily recruit local people. Local recruitment and commitment were deemed to be invaluable.
- DC agreed to provide some recruitment wording and approach local Corby sites such as Corby Chat and others she had contact with. Other sites such as 'Indeed' were also cited as possibly worth approaching.

Action: DC

- The meeting was declared as being quorate.

2. Declarations of Interest

- There were no declarations of interest in relation to this meeting.

3. Items for any other business/order variation

- None declared.

4. Finance report (VG)

- Detailed finance notes for March '26 are on GH for viewing. These had been recently updated and uploaded.
- Meeting with Catherine scheduled for Friday, the monitoring report to be completed.
- Likely still to be a £180,000 c/f but there are plans to ring-fence amounts for:
 - Fascia and guttering
 - Storage cupboard
 - Conversion of First Aid room into an office space
 - Canopy over Yrs 1 and 2 continuous provision outdoor space
 - Staffroom items (next financial year)
 - Cooker in Pod

- Work on fire doors.
- The estimated total bill for the above would be £39,000 at the higher cost of the canopy, with fire door costs as yet unknown.

Q: (RH): Have the above been prioritised in any order?

VG replied that they hadn't as yet but will be.

- Quote of £4,500 received to replace the sand pit every year.
- Asbestos has been removed last week.
- Legionella monthly service includes monitoring etc. This was agreed by the governors and would be signed up for the new financial year. VG also confirmed that the risk assessment needs to be done every 2 years.
- Fire Doors – VG reported that few companies offered the whole package involving risk assessment, door survey and subsequent remedial work. Whilst the survey had been done recently, the company involved don't do the remedial work required, which is sub contracted out and a quote received for £7,500.
- Following discussions with County Fire, another company were recommended who met with VG and could offer the full package but will require paying again for a fire door survey. They don't agree with the survey done and wouldn't as a result provide a remedial quote.
- Governors discussed the above and agreed to go with the one company who offered the full service. The survey would cost £330 and another fire risk assessment recommended.
- SFVS – Has to be submitted by 27th March, draft copy uploaded to GH. Two dates were highlighted for amendment – Terms of Reference (to be agreed under Item 12 – RH to feed back to VG) and the Critical Incidence Plan which needs to be formally ratified, and today's date inserted.

Action: RH

- Gas Account – Due for renewal in June/July. VG has sought advice on when to fix and sought advice from current brokers. Governors recommended seeking quotes now which VG was actioning. Once received, these would be went to governors for agreement.

Action: VG

- As the previous lock in period was 5 years, governors recommended that any new contract should only be 2/3 years maximum. This was agreed.
- Budget has been uploaded to GH with work commencing on the spreadsheet. This will need to be ratified at the April meeting and submitted to NNC by 1st May.
- Renewal received for staff absence insurance from the current supplier, risen by about £1,000. Two other suppliers have been contacted for quotes. To be emailed to governors once received.

Action: VG

5. Health & Safety (VG)

- Nothing additional to that covered above.
- PF due to visit COV on Tuesday to conduct a digital audit, covering both safeguarding and health & safety.
- SK joined the meeting at 7.03 pm.

6. Minutes of the Previous Meeting (26.01.26)

- The minutes were agreed to be a true record and were signed by the Chair.

7. Matters Arising from above

- SCR visit requirements/frequency were sent to RH by the Clerk. These were shared with the governors requiring 'to be checked once a term by the safeguarding governor and then signed when this had been completed'.
The ratified BCP will be shared with all named responsible people and stored in a safe and accessible place.
- All other actions had been completed.
- VG left the meeting at 7.04 pm.

8. Headteacher's Report

- SIP has been uploaded to GH.
- Staffing – YL (DHT) will be retiring in July. Her post was advertised internally and MB appointed as DHT. A handover of the role will be ongoing. SENCo role to be covered under item 17.

Q: (PF): Will we be looking at another deputy safeguarding lead?

PT replied that YLs roles were being split out between staff, as well as looking for a DDSL and getting them trained up ready for September. This will ensure there are 2 onsite at all times.

9. Government White Paper

- NGA summary document was posted to the meeting folder on GH.
- PT summarised the key facts around SEND with EHCPs to be phased out over the next few years and will only be given to those children who require specialist provision.
- A SEND consultation is in progress.
- PT to attend a DfE briefing on the white Paper on Thursday and will feed back anything from that to governors.

Action: PT

- Academisation is back on the agenda with all schools expected to join a MAT in due course. Local Authorities will also be allowed to form their own Trusts.

10. Safeguarding Update

Q: (PF): With attendance looking good, are the interventions working and making improvements?

PT stated that it was partly due to the serial offenders who take regular holidays have got to the point where they will have to go to court. She further explained the process.

Q: (PF): If you compare autumn 2024 to autumn 2025 on the CP referrals, what has caused the big drop?

PT replied that it related to 1 family who were constantly being re-referred. The child then subsequently left the school at the end of the autumn term.

Q: (PF): Do the number of fixed term exclusions reported this autumn relate to 1 family?

PT confirmed that it was 2 children from the same family with tricky family circumstances with behaviour at school not being acceptable. COV has been working with the Maplefields outreach service to support those children, with no further incidents reported this term.

11. Policies

Business Continuity Plan and Critical Incidents Action Plan

- This was ratified by the governors.

12. Governance Matters:

Terms of Reference

- These were agreed by the governing body with no amendments. To be reviewed on an annual basis in September.

Instrument of Government

- To be amended to read 2 Co-opted governors. To be sent to NNC for updating and amendments.

Action: Clerk

Training Attended

- DC provided brief feedback on the safeguarding training she attended.
- RH attended governor seminar on Cyber Security, Prevent and update on developments around children with a social worker.

Governor Visits

- PF to visit on Tuesday.

- DC visited school and spent time with teachers, student voice and book looks. Strong themes emerged from the students around online safety which confirmed the actions being taken by the school.
- Report will be written up and posted to the Visits tab on GH.

Action: DC

13. GDPR Update

- No update.

14. Celebrating Success

- KS1 Games fundraiser was held to raise funds for the charity for Max Hall.
- Air Ambulance were in this week and did an Assembly, the 2nd part of the fund raiser being to raise funds for the Northamptonshire Air Ambulance. A swimathon with Year 5 is planned for Tuesday, and Years 3,4, 6 and reception are doing a sports event in the hall on Wednesday.

15. Correspondence

- None received.

16. Any Other Business

- None declared.

17. Confidential Items

- One staffing item recorded separately under Confidential Minutes. SK left the meeting at 7.26 pm.

18. Dates of Next Meeting:

- Monday 27th April 2026 – 6.30 pm at the school. PF gave his apologies in advance for the meeting.

Actions

6	To send funding criteria/changes to PT.	NH	c/f
No.	Actions from previous meeting – 22.09.25	Who	Status
8	To check school insurance for any lightning protection stipulations.	VG	c/f
No.	Actions from the previous meeting – 26.01.26	Who	Status
10	To share BCP with all named responsible people and to be stored in a safe and accessible place.	VG	Active
No.	Actions from this meeting – 09.03.26	Who	Status
1	To remove RK from all governance related correspondence/sites eg GIAS and GH.	Clerk/PT /VG	Active
1	To provide some governor recruitment wording for approaching local sites.	DC	Active
4	To confirm the Terms of Reference ratification with VG.	RH	Active
4	To email gas quotes to governors once received for agreement.	VG	Active
4	To email staff absence insurance quotes to governors once received for agreement.	VG	Active
9	To feed back to governors from the DfE White Paper briefing.	PT	Active
12	lofG to be sent to NNC for updating and amendments.	Clerk	Completed
12	To write up visit report and post to Visit tab on GH.	DC	Active

The meeting was closed by the Chair at 7.35 pm.

Signed (Chair of Governors)Date.....

☎ 01536 202359 ✉ bursar@covs.northants-ecl.gov.uk

Corby Old Village Primary School, High Street, Corby, Northants, NN17 1UU