



CORBY OLD VILLAGE PRIMARY SCHOOL

Minutes of the Full Governing Body meeting held on:

Monday 17th November 2025 at 6.30pm via Teams.

Present: Paula Thomas (PT - Head Teacher); Rachel Hume (RH - Chair); Rebecca Keir (RK).
Revd Paul Frost (PF); Dawn Cross (DC); Melissa Bland (MB).

Apologies: Nick Hayward (NH).

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.
- The meeting was declared as being quorate..

2. Declarations of Interest

- The Clerk declared an interest in Item 4 with regard to the H&S quotes received, being an employee of the company (Judicium) agreed for the work.
- There were no other declarations of interest in relation to this meeting.
- All annual declarations had been completed.

3. Items for any other business/order variation.

- It was agreed to move Points 11/12 up the agenda, after the finance report.

4. Finance report (VG)

Wall

- Almost completed, subject to the metal work at the top of the wall and welding to be completed.
- Invoice has been paid and sent to NNC for reimbursement. Prior to this being paid, NNC Capital team to visit on Thursday and inspect the completed work.

Sandpit

- Three quotes were received and reviewed by the governors. They agreed to use Timotay for the work.

H&S Quotes

- Two quotes were received and governors agreed Judicium to undertake the work.

Table of Audits/Building Works

- Still in progress and to be completed prior to the next FGB meeting.

Lightning Protection

- NNC Insurance have been contacted with regard to the lightning protection and connection to the fire service. A response is still awaited.

Q: (RK): My first question is about the cleaning costs, noticing that we are close to budget and spending a vast amount.

VG replied that the cleaning had originally been underbudgeted. She was looking into this with Colin, identifying what has changed and what was being done differently.

Q: (RK): The figures for teaching and premises staff seem to show a variance, with July showing a minus figure of £6,244, September at minus £3,684 and November moving back up to £4,480? The same applied to premises staff. Can you explain the difference?

VG replied that she thought this related to backpay, because commitments may not have been cleared down and not yet paid. She agreed to investigate this further and let governors know.

Action: VG

5. Business Continuity Plan

- Minor typos had been noted and amended by VG.

Q: (RH): On roles and responsibilities, do we need to keep the piece in brackets re VG's role (page 4) around communication and the media, and someone needing to record the decisions and actions?

PT replied that this did need to stay in, having come out of her Emergency Visits training where it was said that any time anything happened, it should be documented in detail, should there be an investigation. A bound book with all details should be kept.

- Further typo was noted under Wellbeing and support (Section 13) which VG agreed to amend.

Action: VG

- Governors were informed that PT/VG were booked onto some emergency training next year, which may require further amendments to the policy.

6. Policies

Teachers Pay Policy

- The following was agreed by the governors:
 - Sections 17 & 24 – Performance Related pay would not be followed as previously agreed.
 - Appendix 4 – to be deleted, relating to the above around performance related pay.
 - Appendix 3 – pay scales taken from the nationally agreed ones by the Unions. It was agreed to follow these.
 - Section 37 – To continue to honour previous pay of new staff joining the school.
 - Appendix 2 – UPS date of 1st December for a response, due to the Pay Committee meeting in mid-November. This allows payments to be made in the January pay packet.
 - Point 18 – Trainee teacher to continue to be paid as an unqualified teacher.
- VG agreed to amend the document in line with the above decisions.

Action: VG

7. Health & Safety

- No items for discussion.

8. Minutes of the Previous Meeting: FGB (22.09.25)

- The minutes were agreed to be an accurate record of the meeting and were signed by RH (Chair).

9. Matters Arising

- Autumn IT visit by PF – c/f action.
- RH attended the seminar on the new Ofsted framework and would circulate screenshots from the session to governors.
- All other actions had been completed or were on this agenda for discussion.
- VG left the meeting at 7.03 pm.

Action: RH

10. Admissions Arrangements

- Link has been circulated for the consultation which opened on 10th November and finishes on 1st December.

- COV PAN remains at 30. The only change suggested is around arrangements for the waiting list for pupils waiting to come to the school, now requiring remaining on the waiting list until 31st August and then if not successful, re-applying the following September.
- PT agreed to re-circulate the link.

Action: PT

11. Safeguarding Update

- Nothing to declare.

12. Governance Matters

Governing Body Effectiveness

- Has now been completed by all.

Training Attended

- RH attended the Ofsted training.

Roles and Responsibilities

- Roles have been aligned with the current SDP but will be reassessed once the Ofsted pilots have been completed.

Visits

- RK/PF have visited, RK in next week to finish her areas.
- All governors were reminded to complete their visit reports once done.

Action: ALL

- Agreed that the SCR checking should be undertaken by PF, RH to check with VG and let PF know the process.

Action: RH

13. GDPR Update

- No update.

14. Celebrating Success

- Corby School Cross country Champs attended with 40 COV participants. One Year 5 child came in 4th and has qualified for County U11 event in January.
- One year 6 boy came in 15th and qualified for the next round which took place on Monday. The event was for u13 boys, and he came in 23rd (only top 20 qualify for the finals).
- School Council organised and held a 5km run for Cancer Research as opposed to supporting Children In Need and Comic Relief. To date £611 has been raised.

15. Correspondence

- None received.

16. Any Other Business

- MB left the meeting at 7.11 pm.

17. Confidential Items

- Pay Committee
- Two items (RH)

18. Dates of Next Meeting:

- Monday 12th January 2026 – 6.30 pm online via Teams.

Actions

6	To send funding criteria/changes to PT.	NH	Active c/f
No.	Actions from this meeting – 14.07.25	Who	Status
4	To provide a table with details of when things need to be done, audits, building works etc	VG	In progress
8	To undertake autumn monitoring visit on IT.	PF	c/f

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No.	Actions from previous meeting – 22.09.25	Who	Status
8	To check school insurance for any lightning protection stipulations.	VG	c/f
10	To confirm visit dates with PT.	DC	c/f
No.	Actions from this meeting – 17.11.25	Who	Status
4	To check the variance in teaching and support staff figures and let governors know.	VG	Active
6	To amend the teachers' pay policy in line with the points recorded in section 6 of the minutes.	VG	Active
9	To share screenshots from the Ofsted session with governors.	RH	Active
10	To re-circulate link to NNC Admissions arrangements consultation.	PT	Active
12	To complete and post visit reports on GH when completed.	ALL	Ongoing
12	To check with VG the protocol for the SCR checking and let PF know.	RH	Active

The meeting was closed by the Chair at 7.42 pm.

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

