



Brimpton Church of England Primary School Minutes of Meeting (BGB89) Wednesday 4th February 2026, 5pm

Present: Brenda Harding (Chairman), Heidi Davies (Headteacher), Zoe Baker, Gemma McCrae
Rev. Jane Manley (JM).

1.	Welcome & Opening Prayer
	The meeting began with a prayer conducted by JM. A short discussion was had about setting up a governor WhatsApp group, JM to organise.
2.	Apologies for Absence
	There were apologies from GB, SM & GH, the meeting was quorate.
4.	Matters to be raised under Other Business
	None.
5.	Declarations of Interest in items on the agenda
	None.
6.	Governing Body vacancies
	Vacancies 1x Co-Opted 1X LA Governor 1X Parent Governor The clerk wrote to parents to ask for nominations. GM agreed to check in on the parent group to drum up interest. 6.1 GM to check if the parent group are aware of the parent Governor vacancy.
7.	Roles & Responsibilities
	The Governors agreed to update these once new Governors are in place.
8.	Approval of Minutes of Meetings
	Approval of minutes BGB88 26th November 2025 – The minutes were reviewed and agreed as a true record of the meeting. Matters Arising: None. Actions: BGB85 3.1 GB to note the social media policy for the next meeting agenda – awaiting policy as WB are still doing an update following the new KCSIE, Open 13.1 GB to ask SV to recirculate the website logins – SV progressing, Closed. BGB86 7.1 GB to distribute the scheme of delegation for review - pending, Open 14.1 The Governors agreed to reach out to their various contacts to try again to find a parking solution - In progress, Open.
9.	Headteacher Update
	HD talked through development targets from the SDP and the current school focus on SPaG and writing. Teachers are marking collaboratively to ensure consistency across the school and to build profiles of all children. HD confirmed 8 definite reception places for Sept 26. HD handed governors the new OFSTED framework to begin to be familiar with.

	HD invited the Governors to email her with questions if required. HD and ZB will be out of school during the March Governor in school day.
10.	Church School Matters
	The Easter service is scheduled for 24.03.26 at 1.30pm.
11.	Policies
	Attendance Exclusions SEND Medical Conditions Model Health & Safety As not all governors were present this item will be carried forward to the next meeting. JM noted that some policies need small changes i.e. cover sheet dates. 11.1 GB to note the deferred policies on the next meeting agenda.
12.	Finance Update
	HD gave a brief update as no finance Governors were in attendance.
13.	Health & Safety/Premises Update
	The health & safety inspection is due in May, this was rescheduled from March to allow SV a little time since her full return this term. GM confirmed she is happy to take over the H&S Governor role. GM will make contact with SV. 13.1 GM to make contact with SV regarding the H&S role.
14.	Travel Plan
	BH has been in contact with several people regarding the piece of land on the edge of Enbourne Way. BH has been provided with a contact name; this is ongoing.
15.	Safeguarding Update
	There was no update as SM is still undergoing her training. In the interim HD has completed the online audit. It was very user friendly but did not generate any development points. The Safer Recruitment training is still pending for HD & BH. Ex-Governor RN has very kindly agreed to conduct face to face Safeguarding training which will be open to other schools for a fee.
16.	Communication & Marketing
	BH commented on the article about RN's time as a Governor. GM reported that the Facebook followers are up to 373 from 143. The afterschool club co-ordinator is departing at the end of Spring 2. An advertisement has been circulated, the Governors asked if this could be put on the Facebook page. Further promotion of the nursery places for September could also be added. GM commented on working further on the school relationship with the Village of Brimpton.
17.	FOBS
	There will be a FOBS meeting on 6th February 2026. The plan is to have one big event, a Summer Fayre/Festival Early in July.
18.	AOB
	None.
19.	Date of next meetings
	Finance Committee meeting, 22 nd April 2026, 4pm BGB90 22 nd April 2026 5pm
	ACTIONS SUMMARY
	BGB85 3.1 GB to note the social media policy for the next meeting agenda BGB86 7.1 GB to distribute the scheme of delegation for review 14.1 The Governors agreed to reach out to their various contacts to try again to find a parking solution BGB89

	<p>6.1 GM to check if the parent group are aware of the parent Governor vacancy</p> <p>11.1 GB to note the deferred policies on the next meeting agenda</p> <p>13.1 GM to make contact with SV regarding the H&S role</p>
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Meeting closed at 6.20pm.

Signed..... Date.....

How have we fulfilled out strategic purpose in this meeting?

Discussions around the SDP

How have we demonstrated our commitment to our Christian Vision?

Easter celebrations, Community events