



**CORPUS CHRISTI CATHOLIC VA PRIMARY SCHOOL
THE GOVERNING BODY
Chair: Anna Murphy-Sullivan**

Minutes of School Full Governing Body Meeting
Monday 8th December 2025 - 6.30pm

Present:

Neville Conn	NC	Foundation Governor
Simon Lennon	SL	Headteacher
Rachael Cox	RC	Parent Governor
Joanna Hooper	JH	Foundation Governor
Kevin Ward	KW	Parent Governor
Nicholas Mavengere	NM	Foundation Governor
Ade Bamgboye	AB	LA Governor
Monsignor John Nelson	JN	Foundation Governor
Anne Kopec Massey	AKM	Foundation Governor

In attendance:

Eithne Boyce	EB	Deputy Headteacher
Kay Towler	Clerk	

Item		Action
1.0	Welcome & prayers. JN led the prayers.	
2.0	Apologies Anna Murphy-Sullivan, Joanne Hendy and Robert Rocca Sonia Lomax, Clerk	
3.0	Pecuniary Interests No updates to the existing record were required.	
4.0	Minutes of Previous Meeting (8th September 2025)	
	Minutes agreed as an accurate reflection of the meeting	

5.0	Matters Arising	
	Completed	
6.0	Policies	
6.1	Pre-School Admissions 2026/27 Policy With minor amendments made during the meeting the policy was ratified unanimously. Consideration to be given to including a minimum 2 days booking.	EB
6.2	Remote Learning Policy With minor amendments made during the meeting the policy was ratified unanimously.	
6.3	Anti-Bullying and Pupil Wellbeing Policy With minor amendments made during the meeting the policy was ratified unanimously.	
6.4	Governor Visits Policy The policy was ratified unanimously. Check that the Governor Visit proforma on the G Drive matches the one in the Policy.	
7.0	DSL/NSG Safeguarding Update	
	EB reported that BCP had sent today the revised Self Audit template which will be compared with the current one and completed if deemed necessary. Governors thanked EB for her work in this regard.	EB
8.0	Chair's Update - Election of New Chair	
8.1	<u>Academisation</u> -There is a meeting on 12th December at 11am with Matt Quinn CEO of ESCAT to discuss the academisation process - All Welcome Letter from the Bishop and the Academisation of Schools Policy was shared previously on the G Drive. Fr John having had feedback from other academy schools shared that the biggest concern is the cost of the infrastructure.	ALL
8.2	<u>Admissions Panel</u> - met regarding a delayed entry request - declined and nothing has been heard since.	
8.3	<u>Vision Workshops</u> - Governors are looking to hold a meeting in the Spring facilitated by the NGA unless anyone knows of another facilitator. The NGA facilitator option was agreed and AMS asked to arrange.	AMS
8.4	<u>Governor Vacancies</u> - to be advertised at various upcoming Christmas school events (Parent and Foundation).	

8.5	<p><u>CASO Survey</u> - A CASO review was carried out in the summer 2025 and the consolidated results of the review have been issued by the diocese. The next step is for Catherine Hobbs to prepare a draft action plan in response to key elements for Headteachers and Governors.</p>	
8.6	<p><u>Election of Chair</u> - RC nominated Joanna Hooper (JH), seconded by AMS (remotely) and agreed unanimously. JH assumes the appointment "Chair Elect" and will work with AMS during the transition to the next FGB, scheduled 16 March 2026.</p>	
9.0	F&R	
9.1	<p>Full report previously available to all governors on the G Drive.</p> <p>Pay and Performance Review was held.</p>	Fr John
9.2	<p>Salary increases - Teaching Staff national pay award increase of 4% was agreed unanimously. Governors were informed that support staff were given a 3.2% rise.</p>	
9.3	<p>Whole School Pay Policy - Governors agreed to continue with Performance Related Pay progression based on performance. Ratification of the Policy by F&R Committee was agreed unanimously.</p>	
9.4	<p>Governors Building Fund - Governors recognised the current outstanding invoices but need to see evidence of the Dioceses' spend for the last financial year 2024/25. Governors agreed to hold the debt until further information progress was forthcoming. Fr John, is scheduled to meet with diocesan staff shortly and will raise the need to demonstrate accountability and transparency regarding VASCA/ Building Fund funding income and expenditure.</p>	
10.0	SSDC Update including review of SDP	
	No update.	
11.0	Headteacher's Report	
	<p>Report previously available to all Governors on the G Drive.</p> <p>Dates of Interest:</p> <ul style="list-style-type: none"> ● Nativity - 11th and 12th December at 9.20am ● Pre-School Nativity 16th December at 2pm ● Advent Service - 18th December at 6pm ● Epiphany Mass- 7th January <p>Mini Vinnies were commissioned and blessed and raised funds for Mary's Meals which were doubled by supporters which will allow for 90 children to be fed for a whole year.</p> <p>CSED - has been reviewed and updated</p>	

	<p>Governors were informed that Collective Worship was carried out daily in all classrooms, further provisions are to be reviewed for the pre-school.</p> <p>Attendance was discussed as per report.</p> <p>2027/28 School Admissions Policy will need to be determined on-line out of committee.</p> <p>British Values - UK Parliament outreach education session was held in November.</p> <p>Dyslexia - new software now in place along with planned interventions.</p> <p>SDP - On the G Drive for all governors.</p> <p>Pre-School - it was noted that the physical environment in relation to catholicity to be improved.</p> <p>BCP Annual Report on the G Drive for all governors.</p> <p>Behaviour - discussed in line with the report.</p>	ALL
12.0	Link Visits (for information only)	
13.0	<p>AOB</p> <p>NM visited the school to discuss cyber security. Governors were assured that Cyber Security is being taken very seriously and the F&R Committee will set up a small team to review. Review of the Business and Critical Incident Policy to also be reviewed for any impact regarding a cyber attack on the school's IT infrastructure.</p>	F&R Committee
14.0	Date of next meeting – 16/03/2026	
	Meeting Closed – 8.23pm	

After Note: Deputy Chair recognised that this would be Kevin Ward's last FGB Meeting and wished to record Governors' thanks and appreciation of his service.

SUMMARY OF ACTIONS

ALL

- **Academisation Meeting 11am 12th December 26**
- **School Admissions Policy - To be determined on-line**

EB

- **Check Governors Visit Proforma on G: Drive**
- **Complete as necessary the BCP Safeguarding Audit Template**

JN

- **Raise lack of accountability and transparency regarding VASCA and Governor Building Fund**

F&R Cte

- Review Cyber Security and impact on Business and Critical Plan

Clerk

- Arrange a Parent Governor election (January)

DECISIONS AGREED

- Pre-School Admissions Policy
- Remote Learning Policy
- Anti-Bullying and Wellbeing Policy
- Governors Visit Policy
- Teaching Staff Pay rise agreed
- Whole School Pay Policy

Approved

Date
