



Education Trust

**Inspiring the individuals of today, for a better society tomorrow,
“Aspire, Belong, Collaborate”**

**Minutes for the Board of Trustees FGB meeting on Friday 22nd May 2026
meeting to be held at 8.00am in the Conference Room at Oldway Primary School**

Present: Stewart Biddles (CEO), Jamie Parffrey (C), Matt Redwood (VC), Paul Garside, Pippa Bennett, Alice Bessell,

In attendance: Faye Steele (Clerk), Lee Vallance (CFO)

Apologies: None

Summer 01	Welcome and thanks to Suzannah Teagle.	Thank you ST
Summer 02	To receive and sanction any apologies for absence	NO apols
Summer 03	To declare and discuss any business interests that may be applicable in accordance with the Governance Handbook <i>‘conflicts of interests do not just relate to financial benefits but can arise where an individual’s personal or family interests and/or loyalties conflict with those of the governing body’</i>	
Summer 04	To receive, agree and sanction FGB Minutes, for the 27 th February 2026 meeting. Agreed and sanctioned, electronically signed as an accurate record.	Mins agreed
Summer 05	To discuss any Matters Arising/Actions from the Minutes of the 27 th February 2025 Meeting:	

Summer 06	Actions: A1, FS to add attendance network targets to agenda next year. On going A2, Invite attendance leads to FGB next year. Ongoing A3, PG reach out to Safeguarding link governors. Ongoing A4, FS re send SEND governor contacts. Completed A5, Discuss nursery as over subscription criteria – agenda item Strategy Day. Completed. Question – to encourage people to come to nursery but encourages parents to get in to get into school? MR SLA has a waiting list, RPS up to numbers. MR concern that a Parent that has no connection to OPS but can travel can get preference over local proximity parents. SB nursery generates income that supports the children in the school. Discussion on strategies to get children into the school parents wants and doesn't feel right. PG no immediate change in pupil numbers. SLA oversubscribed but reduced numbers to 30 – over to 34. Numbers here are 55 to 60 PAN. AB nursery is free if parents are working. Impact discussion? A6, FS circulate doodle poll for strategy day. Completed A7, re schedule FAR Committee. Completed CEO Report • SB highlighted the significant changes in the White paper – to go through on the Strategy Day. • SB explained how the Trust were SEND & Inclusion finalists at the SEND awards. • Classroom excellence is pushing up standards and positive attendance figures. JP questioned RPS has lower attendance than usual? SB explained the new FSW and it has taken a while to get up to speed, but they have caught up. And • MR questioned Severe Absence (SA) and Persistent Absence (PA). SB explained the strategies used for each absence, even going to home and collecting them to bring into school, offering free breakfast club to get pupils into school and having the first meal of the day. SB suggested inviting Attendance Leads to future FGB meetings. ACTION. • PG questioned operation encompass? SB explained that the police will alert Heads if there is an incident with a child in the house. • Government set targets and our schools are on track to meet the attendance targets. • FSM and PP attendance has been investigated with Deputy Heads, this is now a discussion at the Pupil Progress meetings too. The feedback form the SEND Hubs is significantly positive and parents are telling us their children love school, but this is not always reflected in attendance so we may need to target support at parents. • The Trust was interviewed to be a behaviour & attendance hub, but were not successful. • Nursery provision for 2 year olds is ready to go. • .Due to increased costs for external support (school Development Officer SR) we are changing to TH and asking SR to prepare an independent review once per year. • PG questioned Leadership CPD with Steve Margetts? SB explained how Steve has transformed TA, raising standards using Leaders. 28%	Question Question A1 Invite attendance Leads to FGB Question
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	of TA pupils were achieving a C in English and Maths and this has risen to 80% consistently achieving a grade 4 in English and Maths. • MR challenged the suspensions and exclusion data, highlighting OPS having a difficult term with 14 and this is significantly higher than the other 2 schools. SB explained it is a small number of challenging children and OPS are holding their line on behaviour. OPS realised the numbers were high in Autumn term and have adopted strategies to reduce this number. • AB questioned asked if RPS are going straight to external suspension? SB explained it is dependent on the circumstances, for some pupils an external suspension will not have an impact, so internal is a better sanction for them. SB will provide more detailed explanations about suspension in future reports. ACTION. • PG sig reduction in staff next year – natural turnover or restructure? SB restructure to align structures across the Trust and save costs.	Challenge Question A2 More detail in suspension reports for FGB
Summer 07	Update from the Finance, Audit & Risk Committee • Forecast is a 50k deficit, and not where we want the Trust to be. • Reserves are £287K, plus FAR Committee agreed £10K for Nursery. Realigned £277K, baseline GAG and changed policy. Discussion followed on not living within means and, need surplus and it is painful. We need a buffer. Choosing to make redundancies to make surplus is unpalatable, we need reserves to assist if we have an emergency. PG commented that it is a healthy position in comparison to other schools. JP high cashflow gives impression that can spend more? SB will give more ownership to Heads and their budget. Working hard to reduce their spend. • JP questioned the supply budget £150K. • MR reality to get 100K surplus is cutting staff. Av teacher costs 64K (with on costs). Discussion on supply budget. Discussion on using TAs for staff absence. • If £250K is the bottom line, if goes below what activates? SB trustees to meet. • SB is recouping £48K to stay in balance next year, and must be in surplus the year after. MR that is break even so if crisis then goes into reserves again. • HLTA is working well at RPS and OPS. Not working at SLA. The HLTA is linked to a high needs pupil so cannot leave them to be HLTA, there is nobody else to cover the HLTA work with the high needs children. • Salex will be paid soon. • Nursery hours and potential income discussed. • SB potential risk raised - may have to provide the free break clubs that we charge for now. Have to be 30 mins, some parents pay for this at the moment, LV not seen a time frame for mandate. • Caterlink discussion and update. • SB appreciates the support from MR and AB and it is always with solution based challenge.	Question
Summer 08	Compliance • Management Accounts shared with Chair monthly, Trustees at the FGB meetings. • ESFA & AO Letters – none to share.	

Summer 09	- The existing requirement for 'at least 1 trustee' to have cyber security training, now added to governance guidance. - SB raised Community focus for trust from Ofsted - what give back to community – annual 'public benefitting reporting' from next year. - JP Ofsted? SB OPS from June 2028, and confident it would be good today. New framework OPS and RPS expected and pushing for strong across the board. SLA data discussion. Update from the Standards Committee - Meeting minutes 28th April 2026 Monitoring Visit focus: <i>Decide/Plan for LSB monitoring focus for Summer Term 2025 (with SDPs)</i> - KS2 progress, constantly revisited. Pupil Premium across all year groups - PP is our biggest concern. - SB suggested it would be interesting to link PP standards outcome to PP attendance. Specifically, looking at routes around the classroom, targeting the PP children to check in on their understanding of tasks (observe this). - IW - we covered those in the last visit, upper KS2 was 2 visits ago, and focus was PP on the last visit. IW is happy to or speak to PB about other aspects to look at. SB suggested that it reinforces the importance of consistently looking at PP. Discussion followed on the school review, EY and outdoor learning too. - Discussion followed around consistency in year groups. OPS Mon 08/06/2026 12.00 – 15.00 RPS Mon 18/05/26 09.00 - 12.00 SLA Mon 18/05/26 09.00 - 12.00	
Summer 10	To update the Trustees on Matters discussed at the Meeting of the Local Standards Boards No LSB meeting since the last FGB meeting.	
Summer 11	Safeguarding Trustee Link update No Safeguarding reports since the last FGB meeting.	
Summer 12	SEND Trustee Link update No SEND reports since the last FGB meeting.	
Summer 13	Racists incidents reported to the LA Oldway - 2 Roselands - 2 Shiphay - 0	
Summer 16	Summary of Policies for Approval:	

Summer 17	Health & Safety Lone Working Policy & Guidance Premises Allergy Management Gifts and Hospitality First Aid Remote Learning All Trustees agreed. Policies approved mid-term by CEO: Acceptable Behaviour Critical Illness Discretions Managing Stress & Absences Paternity/Maternity Support Maternity Safe Touch & Physical Intervention Whistleblowing Suspensions & Exclusions Leave Arrangements Any other business Date of next meeting: Standards Committee – 14/07/26 F, A&R Committee – 26/06/26 FGB Strategy Day – 5/06/26 FGB – 15/07/26	Policies agreed
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Actions:

A1, Invite Attendance Leads to FGB

A2, SB to include more detail in suspensions report



Chair Signature:

Date: 2nd October 2026