

Beaminster School
Minutes of the Full Governing Body meeting held on
Wednesday 2nd July 2025, 7.15pm

Governors (12):	D Ennals (DE), P Fleming (PF), K Hales (KH) Headteacher , G Montague (GM), S A Palmer (SAP), S Rollick (SR), R Tanner (RT) Vice-Chair by video-conference , A Taylor (AT).
In Attendance:	R Barnes (RB) Associate member , T Harley (TH) Clerk , D Withers (DW) Associate member , K Quigley (KQ), S Walters (SW) KS5 DOLA from 8.15-8.40pm only

Item	Detail	Actions
69.1.	Welcome & Apologies: Apologies: N Chalkley (NC), B Millwood (BM), K Patten (KP), C Shead-Jones (CSJ), P Tanner (PT), all accepted. Absent: None. The meeting was quorate. RT chaired the meeting and asked that huge thanks and acknowledgement of the positive effect DW had had on the school, staff and pupils over the past 30 years be given. SAP presented DW with a leaving gift and told DW that all would miss his contribution and commitment to the school. DW thanked everyone and said he had had a very happy career at BS but was looking forwards to his retirement.	
69.2.	Declaration of Beneficial Interest: None declared.	
69.3.	Governor Appointments: - Co-opted governor appointment: PF term as a Parent Governor ended 28th June 2025 and he had accepted re-appointment as a Co-opted Governor on a 4-year term. With a show of hands, the new appointment was unanimously approved. - The resignations of R Amswych (associate member) and A Monks (Parent Governor), were confirmed and accepted with immediate effect. - Election of Chair and Vice-Chair. There had been one nomination for Chair; B Millwood, and one nomination for Vice-Chair; R Tanner. All governors present at the meeting were given ballot papers to ensure a majority. TH collected the completed ballot papers and after counting confirmed that BM and RT had both received a majority vote and were re-elected as Chair and Vice-Chair for a 1-year term.	TH - Update governor profiles as required
69.4.	Minutes of the meeting held on 30th April 2025 (CONFIDENTIAL Part 2 and non-confidential minutes, previously circulated): The governors APPROVED the confidential part 2 and non-confidential minutes, as a true and accurate record and agreed for the non-confidential minutes to be published on the school website. They were signed by BM.	TH /NC – publish non-confidential minutes
69.5.	Matters arising and action list update from the minutes: The governors reviewed the minutes and actions NOTING: 68.11; Leaders Learning Day. BM had not been able to attend, and KH confirmed S Gibbs had attended the training day, organised by the schools Education Challenge Lead. The event was held at a school in Bristol that had a very high level of disadvantaged students renowned for its innovative support and initiatives. GQ: Will there be more of these sessions that governors can attend and could S Gibbs report back on the day to governors? KH confirmed yes, sessions would be open to staff and governors next year and KH would ask S Gibbs to share her report at a Standards Committee meeting. 68.12; Governance Guidance booklet. SAP encouraged governors to feedback on the booklet during the summer holidays and RT explained that a refresh on how new governors were supported and guided would be launched in the Autumn term.	Update action plan S Gibbs share report on Learning Day with Standards Committee Feedback on guidance to SAP

	All other actions were either complete, in hand or on the agenda and there were no other matters arising.	
69.6.	Headteachers Report School Strategy (WG report, previously circulated), KH updated governors NOTING: - The series of sessions since November 2024, involving staff, students, the SLT and governors, requiring much time and work had been distilled into four (draft) Aims, sitting below the Vision and Values as detailed on the report. Governors were asked to feedback on whether they thought anything was missing or wrong. A governor felt KH had conveyed the Values and Aims well to the audience at the Open Evening and that there was a golden thread through it all. Another governor felt that reference to the schools Christian Foundation was missing, and KH explained that the moral aims, as detailed in the School Handbook, were felt best kept separate. AT agreed to look at this and ensure there was synergy between the two. - The WG felt the wording still needed some work, although the essence on what was wanted to be said was there. To this effect the governors agreed to sign off and approve the draft Strategy. The process had been very efficient, and it was now time to move onto the new SIP. GQ: What will be the format of the SIP? It would be similar to the current SIP with targets, performance indicators, monitoring timelines and measures but using the 4 areas of the Aims as key themes. - The Aims would now be shared more widely and communication on what does Good look like and how will we measure that would start. - AT and KH were meeting tomorrow to take this all forwards and would feedback to the FGB the final version and the question on the Christian Foundation before the end of term. - Work on the operational section, separate to but working in parallel with the strategic aims, would start in September and any governor that was interested was invited to join the WG. KPI (report, previously circulated) - KH had put together the first draft of the termly data report on attendance, behaviour, suspensions, attainment, progress and staffing, as requested, and asked governors to consider if there was enough detail or any other information they would like regularly. - The KPI was intended as a snapshot to remind governors to ask questions, to drill down and enable governors to see what was happening. - Governors asked questions on the ratios, the reliability of the metric, internal school suspensions in the SSGC, behaviour points and certificate folders. Actions: provide examples of certificate folders and give demonstration of UniFrog; FGB agenda items; governors give feedback on information wanted / not required; provide comparative data.	Strategy signed off by FGB Feedback final version to FGB and ensure synergy with Christian Foundation WG for operation section to meet Sept 25, Gov. support welcomed Complete actions
69.7.	KS5 DOLA / 6th Form update SW entered the meeting at 8.15pm SW introduced herself and tabled a report on current actions within the 6th form NOTING: Promoting the 6th form; competition with colleges and other 6th form providers was difficult. SW had met with other schools to get support and advice on marketing and was working with SJC to improve the prospectus and promote the joint 6th form better. - The range of A-levels on offer was good, with some small group courses and a low dropout rate.	

	- Initiatives to bring the 6th form into the lower school, raising its profile and making it attractive through leadership opportunities, trips and visits and links with universities were ongoing. Mentoring/tutor role; most students go onto university, with the Armed Forces and apprenticeships growing areas, thought to be due to the costs concerns of university. - There was a higher level of PP students in Y12 this year, who require a range of support. The school was working on keeping students aspirational and helping to develop independence through weekly tutor time, 1:1 mentoring and pastoral support. - Future initiatives included workplace and university mentors/speakers and links GQ: Who were your target audience – in school or external? Mostly in school but there were some external, especially from the South Somerset area, it was advertised but wider marketing was needed, especially on social media. It was a competitive market. - There was an opportunity to re-fresh the school website. A £1,000 donation had been confirmed from the B&NGSF, and it was felt opportunities to tap into fee/low-cost website design were available. GQ: What does the student see, that makes them want to come to BS 6th Form? The lower school was given lots of opportunities to work with the 6th form and it was suggested that we could further survey them on what it is that would encourage them to stay at BS 6th form. - A governor had heard comments on how good the 6th form was since SW had taken on the DOLA role. <i>SW left the meeting at 20.40pm</i>	Survey Y11 on 6 th form
69.8.	Safeguarding Update DW updated governors NOTING: - The KCSiE update from the DfE had not yet been published. Originally radical changes were expected but now only technical changes would be made, and it was due to be published this month, ready for September. - Final handover meetings with KQ, who was taking over as DSL had taken place today.	
69.9.	SEND Update: KH updated governors NOTING: - The new SRP Inclusion Hub works were all going ahead with funding secured, including an outdoor space. GQ: How ready are we for September? Staff were in place with TA interviews next week. Building works were due to be finished in August. Seven students were confirmed for September with guaranteed funding for ten.	
69.10.	Standards Committee: (draft minutes of the meeting held on 14 th May 2025, previously circulated): RT introduced the minute NOTING: Pathways; in response to the comments in the MFL link report it was agreed to bring discussion on whether MFL should be compulsory or otherwise at KS4 in the Autumn term, prior to a final decision for Y9 Options 2026.	Discuss MFL pathways at 2 nd FGB 2025/6
69.11.	Resources Committee (draft minutes of the meeting held on 9 th June 2025, previously circulated): AT introduced the minutes NOTING: - BMIS; DC were reviewing the viability of the scheme and if it did stop, there would be a risk for the school and other contingency plans for critical repairs would need to be considered. - Staff Structure changes: KH explained a TLR had been awarded to a teacher in the MFL department who was co-ordinating Spanish and a Disadvantaged Pupil Coordinator was being advertised internally. GQ: Who pays for the 6th form link bus? The annual cost was shared between BS and SJC. This is a reduced price, due to using the school bus	Staff structure changes agreed

	supplier and would be significantly more expensive if sourced independently. A value for money exercise was completed recently to ensure value. - Through the VFM exercise it had been agreed to better consider the value received from purchases. - Discussions around the variation in the forecasts each term was discussed at length with the general consensus that most of the variances could not be controlled, due to ongoing changes in government and SEN funding and that historical data reflected a safe and considered approach.	
69.12.	Chairs Report: BM had not prepared a report for this meeting and RT asked governors to NOTE: The school calendar for governors was on the SharePoint and governors were encouraged to attend events.	
69.13.	Governance Committee (<i>No meeting held since the last FGB meeting</i>): RT introduced the self-evaluation agenda item, (tool, previously circulated) NOTING: - TH would re-send the response link for all governors to complete the self-evaluation 20 questions, with a return date of 18th July 2025. - The results would be evaluated and discussed at the next FGB meeting in September.	Send response link to all gov's, complete by 18/7/25, evaluate results
69.14.	Link Scheme (Maths, SEND, MFL, PE, Sociology reports, previously circulated): The reports were for information and RT asked if governors had any questions NOTING: GQ: Would there be benefit in running through this year's reports to check for themes/common threads? AT and RT agreed to use AI (Chat-GPT and Co-Pilot) and share a summary report at the next FGB meeting. - DE asked for feedback on the Maths report and KH agreed to discuss the report and share at the next Standards meeting.	Check for themes in all reports from 2024/25 on AI, share summary
69.15.	Clerk's Report (Clerks Report, previously circulated): TJH introduced the report for information NOTING: - Meeting dates and Year Planner; these had not yet been confirmed with some requests to have meetings on different days at times of the week. The SLT were looking at the school calendar to ensure no conflicts the and dates would be circulated as soon as possible. - Committee membership; with reduced governor numbers TH asked governors to considering joining the Resources Committee, as this was down to 6 members at present. - Special Responsibilities/links; vacancies included Safeguarding, H&S, Art, Photography, RE and Support Staff. Having a Safeguarding Governor, who had completed the level 2 training was a requirement. It was noted that BM would cover this role until a new trained governor was appointed, if necessary. DE agreed to be the RE link and asked to step down from the Governance Committee.	Circulate meeting dates and year planner when ready Update governor commitments
69.16.	Any other business: RT asked governors if they had any other business to discuss: - All governors were invited to the staff leaving celebrations on 17th July at 4pm. - SAP had attended the School Council awards celebration and asked if the SC could be invited to meet governors at a future FGB meeting. - PF gave feedback on the Open Evening, from a prospective parent who stated that they had been blown away by the school and had only ever heard good things about BS.	Attend staff leaving do
69.17.	2025/26 Meetings, - Next meeting dates NOTED: - Standards TBC - Resources TBC - Governance TBC	

	○ FGB TBC	
	With no further business the meeting ended at 9.10pm	

Chair.....Dated.....

Item	Action	Owner	By when /report
69.3	Update governor profile with appointments/resignations	TH	Completed
69.4	Publish minutes.	TH/NC	Completed
69.5	S Gibbs share report on Learning Day with Standards Committee	KH	Next standards
	Feedback on Guidance booklet to SAP	All	31/08/25
69.6	Strategy signed off by FGB	AT/KH	26/11/25
	Feedback final version to FGB and ensure synergy with Christian Foundation		FGB
	WG for operation section to meet Sept 25, Gov. support welcomed	All	26/11/25
	KPI - provide examples of certificate folders and give demonstration of UniFrog; FGB agenda items; governors give feedback on information wanted / not required; provide comparative data.	KH / Govs	Next FGB Sept 25
69.7	Survey Y11 on 6 th form	KH	Sept 25
69.10	Discuss MFL pathways before final decision for 2026	KH/All	Dec 25
69.11	Staff structure changes agreed	KH	Completed
69.13	Send response link to all govs, complete self-evaluation by 18/7/25, Evaluate results	TH All AT	Completed Completed Sept FGB
69.14	Check for themes in all reports from 2024/25 on AI, share summary	AT/RT	Sept FGB
69.15	Circulate meeting dates and year planner when ready	TH	Completed
	Update governor commitments		Completed
69.16	Attend staff leaving do at 4pm	All	Completed