

Maulden Lower School Board of Governor
Minutes of a Meeting held on Tuesday 7th July 2026 between 6.45pm and 9.00pm

Governors Present		Apologies		
Mrs K Dwyer	Head Teacher	Mr R Bashforth	Parent Governor	
Mr J Pestell (Chair)	Co-opted Governor	Mr K Ashby	Parent Governor	
Mr J Andrews	Co-opted Governor			
Mrs T Simms	Co-opted Governor			
Mrs H Cohen	Staff Governor			
Mrs S Hillson	Assistant Head			
Mr C Field	Co-opted Governor			
Also Present		Ms S Butcher	Clerk	
Governor attendance this meeting		78%		
Governor attendance averaged YTD		70%		
See appendix for individual Governor attendance				
	Action/Decision/Summary of discussion	Appx #	Action owned by	Action due by (date)
1.	Welcome All governors and guests present were welcomed.			
2.	To receive any apologies and to decide whether to give consent for absence Apologies received from RB and KA accepted.			
3.	Confidentiality, Corporate responsibility, strategic focus reminder The Chair reminded all present that matters discussed within the Governing Board meetings are confidential. The board has a corporate responsibility to the school and should maintain a strategic focus.			
4.	Declarations of interest in any agenda items There were no declarations of interest in items on this evening's agenda.			
5.	To agree the order of business of this evening's meeting Order of business agreed.			
6.	Receive any correspondence Letter of resignation received from the Headteacher.			
7.	To agree the minutes of previous meeting and to discuss any action points or matters arising not dealt with elsewhere on the agenda The minutes of 5 th May 2026 were agreed by all present. Approved minutes will be uploaded to Governor Hub for signed approval.			
Operational Reports				
8i.	Finance, Premises & Personnel i. Revised Budget Q – How are the pre-school figures? A – Looking good for September intake. We will not be full in September as 17 moving to our Reception class. Intake inline with previous years. Revised budget agreed ii. Summer works: Painting wall on KS2 outside classroom and staining wood. Dismantle EYFS mud kitchen and repurpose for planters Assemble planters for gardening club Finish painting kitchen Build shed to store PE equipment Q – What happened following conditions survey? A – Nothing, they are coming out again in September/October Q – Do we need to get 3 quotes for all works? A – We follow the Schools Financial Handbook and obtain quotes in line with requirements.			
8ii.	Safeguarding Matters CBC Safeguarding audit to be reviewed by SBM, Safeguarding Governor and new head teacher once they are in post.			

Signed.....

Dated.....

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Strategic Role				
9.	Board of Governor Vacancies 1 vacancy for an LA governor. 2 Co-opted Governor vacancies. Action - Vacancies to be advertised on school newsletter and MyNewTerm A couple of parents have expressed an interest in joining the governing board. Follow up in September.		SBM	Sep 2026
10.	Governor Training Update All governors reminded if they wish to attend training it needs to be booked via the Clerk. Training information uploaded onto Governor Hub. Q – Does the National College have governor training? A – Yes Suggested a governance audit be arranged once the new head teacher is in post. As we now have National College and SmartLog do not renew training with CBC.			
Accountability Role				
11.	Head Teacher Report Attendance – focus on PP children as below national. School above national attendance in all other areas. Teachers to be first point of contact for attendance. New head teacher appointed to start in September 2026. Mentor to be head teacher of Russell Lower School Q – What is an EVC? A – Educational Visits Co-ordinator Q – Do we have any Young Carers? A – Yes, SBM and a TA are looking to relaunch and review our Young Carers provision from September			
12.	Summer Data 2026 SEND Action Plan to be in place by October half term Q – Do we still share GL Assessment Data with Alameda? A – Yes			
13.	Governor Monitoring Visits to School Attendance visit has taken place this term. Finance visit to be arranged.			
Other Board of Governors Business				
13.	DPO Report Nothing to report for this meeting.			
14.	Statutory Policy Review i. AI Policy ii. Early Years Policy Both policies agreed.			
15.	Round Table i. HTPM panel appointed ii. Thank you to Kathy Dwyer for all her hard work and wishing her the best for her retirement iii. Thank you to Carl Field who will be leaving the role of governor, thank you for all your support and commitment over the years.			
16.	Confirm date of next meeting: TBC		ALL to note	

The meeting closed at 21:00

Appendix 1 – Individual Governor Attendance

Signed.....

Dated.....

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Governor		% attendance
Mr C Field	Co-opted Governor	40
Mrs K Dwyer	Head Teacher	100
Mr J Pestell (Chair)	Co-opted Governor	100
Mrs T Simms	Co-opted Governor	80
Mr J Andrews	Co-opted Governor	100
Mr R Bashforth	Parent Governor	20
Mr K Ashby	Parent Governor	80
Mrs S Hillson	Assistant Head	80
Mrs H Cohen	Staff Governor	80

Signed.....

Dated.....