

Maulden Lower School Board of Governor
Minutes of a Meeting held on Wednesday 24th March 2026 between 6.45pm and 8.00pm

Governors Present		Apologies		
Mrs K Dwyer	Head Teacher	Mr R Bashforth	Parent Governor	
Mr K Ashby	Parent Governor	Mr C Field	Co-opted Governor	
Mr J Pestell (Chair)	Co-opted Governor			
Mr J Andrews	Co-opted Governor			
Mrs T Simms	Co-opted Governor			
Mrs H Cohen	Staff Governor			
Mrs S Hillson	Assistant Head			
Also Present		Ms S Butcher	Clerk	
Governor attendance this meeting		67%		
Governor attendance averaged YTD		71%		
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 accepted. No apologies received from CF.			
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 2 nd December 2025 were agreed by all present. Approved minutes will be uploaded to Governor Hub for signed approval.			
Operational Reports				
8i.	Finance, Premises & Personnel i. FPP combined with December FGB meeting. Everyone present at this meeting had been present at previous FGB/FPP meeting. Q – Has licenced deficit letter gone off to Central Bedfordshire Council? A – Yes SFVS discussed and agreed by all present. ii. Following recent H&S governor visit and refresher H&S training undertaken by SBM it was proposed that the school switch to an electronic H&S monitoring system. Smartlog was agreed by all present alongside the purchase of an ipad Site agent currently off, SBM to carry out some of his duties in the meantime. Q – Do we need to do an OH referral? A – This has been offered in the past, can speak again on their return			
8ii.	Safeguarding Matters CBC have carried out safeguarding audit, school awaiting report.			

Signed.....

Dated.....

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	Safeguarding governor visit has taken place this term. Visit report discussed. SBM has completed DSL training so can cover as needed while new Headteacher is taking over role. Assistant head to take over PP & LAC, training to take place.			
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.		SBM	May 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. Action – Ask at clerk update re Panel Training		Clerk	Apr 2026
Accountability Role				
11.	Head Teacher Report 15 significant behaviour issues 1 suspension of 4 days . Reintegration meeting with parent to be held on morning of student's return. Strategies in place include risk assessment, full time 1:1 support, schooling in library, needs assessment in progress alongside referral to Jigsaw Attendance – above national			
12.	SDP – Mid Term Review No mid term review, Headteacher to complete SEF under new Ofsted framework.			
13.	SEND Update Bid for sensory room successful. SENDCo and SBM to attend SEND and Inclusion training under new Ofsted framework SENDCo in middle of SEND training, going well. Q – How is the SENDCo role now being shared between the Headteacher and SENDCo? A – SENDCo has completely taken over the role with discussions as needed.			
14.	Governor Monitoring Visits to School Safeguarding visit taken place this term, visit to be arranged for Spring term Wellbeing, Attendance and Curriculum visits to be arranged			
Other Board of Governors Business				
13.	DPO Report i. Email instructions are now working, all governors to reset their email passwords.			
14.	Statutory Policy Review No policies for this meeting.			
15.	Round Table i. Safesmart agreed ii. HR renewal with Bedford Borough agreed iii. Fire Alarm & Emergency Lighting – stay as we are. iv. Grounds Maintenance with Bedford Borough agreed. v. Catering to be discussed after Easter break. All staff leave the meeting at 20:00 for Head Teacher recruitment to be discussed and panel to be selected.			
16.	Confirm date of next meeting: 10/02/2026 at 18.45 Maulden Lower School		ALL to note	

The meeting closed at 20:00

Signed.....

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Appendix 1 – Individual Governor Attendance

Governor		% attendance
Mr C Field	Co-opted Governor	25
Mrs K Dwyer	Head Teacher	100
Mr J Pestell (Chair)	Co-opted Governor	100
Mrs T Simms	Co-opted Governor	75
Mr J Andrews	Co-opted Governor	100
Mr R Bashforth	Parent Governor	25
Mr K Ashby	Parent Governor	100
Mrs S Hillson	Assistant Head	75
Mrs H Cohen	Staff Governor	75

Signed.....

Dated.....