



MINUTES
GILLESPIE PRIMARY SCHOOL
FULL GOVERNING BOARD MEETING
Wednesday 22 October 2025, 5.50pm
at the school

Membership

Mark Owen (MO)	Headteacher
Dan Hamilton (DH)	Chair, Co-opted
Deborah Lee (DL)	Parent
Shruti Dholakia (SD)	Parent
Tiffanie Lee (TL)	Parent
Shelley Wragg (SW)	Staff
Fin Craig (FC)	LA

Vacancies 2 x Co-opted

Apologies

Michael Padfield (MP)	Parent
Alicia Jumman (AJ)	Co-opted

By Invitation

Ashley Smith (AS)	
Jenny Connolly (Clerk)	Clerk to Governors

The meeting was quorate.

1 Apologies/consent for absence

Apologies for absence received from MP and AJ and accepted by governors.

2 Governance

2.1 Compliance

Governors were reminded to ensure they have read Code of Conduct 2025, Keeping Children Safe in Education (KCSIE) 2025 and that Register of Business Interest Forms, Self-Declaration Forms, enhanced DBS checks and Section 128 checks have been completed.

Action: All governors to update business interests and confirm they have read the Code of Conduct 2025 and Keeping Children Safe in Education 2025 P1 on GovernorHub.

Action: New governors to check with School Business Manager to ensure that DBS and 128 checks have been completed (DL, SD, TL).

2.2 Election of Chair (chaired by the Clerk to Governors)

DH, proposed by FC, seconded by SD was duly elected as Chair of Governors, for a period of one year, until 21 October 2026.

Election of Vice-chair

DL, proposed by DH and seconded by SD was duly elected as Vice Chair for a period of one year, until 21 October 2025.

2.3 Membership of governing board

2.3.1 Vacancies

Governors noted the two Co-opted vacancies on the FGB. DH discussed potential Co-opted governors.

Action: Governors who know anyone who has the ability and commitment (not a parent in the school) to be a Co-opted governor to contact DH.

3.1 Review of committees

3.2 Appointment of Committee Chairs and Link Governors

Governors noted Committee membership and **agreed** appointment of Committee Chairs and Link Governors:

- Finance Committee and Pay – MO, DH and SD. Chair **agreed** as SD.
- Learning Committee – FC, SW, MO, DH, MP. Chair **agreed** as MP.
- Safeguarding Committee – MO and FC. Chair **agreed** as FC.

- Equalities and Special Educational Needs and Disabilities (SEND) governor - TL
- Governor Skills Link governor – this will be a shared task of the FGB.
- Health & Safety governor - FC
- Staff (teaching) governor on the FGB – SW will step down as staff governor. MO explained conversations have taken place and one teacher would like to apply for the staff governor vacancy on the FGB. The Chair stated that he would very much welcome SW's continued attendance at FGB and Learning Committee in her capacity as a member of the SLT.

4 Minutes of the previous meeting (21 May 2025)

The minutes of the meeting held on 21 May 2025 were **agreed** as an accurate reflection of discussions.

5 Matters arising from the minutes

See Action Log

6 Chair's Action

No actions to report.

7 Minutes/reports from committees

7.1 Finance Committee - SD provided a verbal report.

The in-year deficit shown in the budget last May 2025, has been reduced. The new amended budget, as of July 2025, is -£67,000 and work has gone into reducing this. In terms of the projected deficit going forward, there is further potential additional money of circa £50,000, that might become available (in the January 2026 census of the Nursery).

There is a plan to employ a supply agency teaching assistant. In addition, consideration is being made of how to expand offerings to the Nursery, so increased charge can be made for the children and start to generate an income.

There is extra money through the Teachers' Pay Grant of £12,000. In addition, there is further money from the Teachers' Pay Grant National Insurance (NI) increase of £24,000, which is to be used to address the pay rises. The money comes into the Local Authority (LA) and is distributed. Pay increases have been granted but not paid for.

The school had £24,000 in its account for maintenance costs, which had not been drawn down for some years and needs to be drawn down by March 2026. It is money available to spend and has been earmarked for improvements in the building.

MO added that the school receives approximately £6,500 allocated for capital; can hold it over but it has to be drawn down and money must be spent by March 2026.

The Friends of Gillespie (FOG) Foundation has raised approximately £50,000 and £30,000 has been requested by MO to hire a Teaching Assistant (TA), predominantly for Y3 and 4. The FOG Foundation money used will take pressure off school finances and will be beneficial for staff and children. This will be done again in January 2026 and an additional Early Years'

Educator (EYE) for the Reception and Nursery setting will be recruited. Staff will be utilised, permanent staff will not be recruited.

Q: Are these one-off payments and how much is the pledge? A: MO commented that we do need to find out, so we know what recurring donations are, to enable better decisions to be made about long term costs and “nice to have” costs.

LA Deficit Meetings: MO and the School Business Manager (SBM) attend these meetings, DH will be invited going forward; twice termly meetings will be held. MO explained that the priority for the LA is that schools are addressing in-year deficits. The LA will not accept three-year budgets when the in-year deficit is not reducing. There is potential to increase the Nursery and could potentially have 19 full-time places available. It is an additional income in the budget.

MO discussed the governance of FOG Foundation. The Foundation is potentially raising funds from a variety of sources. A team of parents are working on communications. Additional information should be available on the website at the end of this week. The process should give greater clarity to parents.

There is a structure in place with FOG who are accountable to Gillespie FGB and FOG continue to consult with the parents. It is important for parents to see the transparent governance of FOG. FOG finances will be reported to the Finance Committee and shared with governors and parents.

Comment: to have raised £60,000 is a fantastic achievement relative to what was projected on an annual basis. Do need to spend money in real time and have impact on the children.

7.2 Learning Committee - the minutes are likely to be circulated next week. DH provided a verbal update.

The Learning Committee took place last week and the School Improvement Plan (SIP) was approved.

It was suggested at Committee that the invitation to the Committee be widened to include more parents and more presentation orientated meetings.

7.3 Safeguarding Committee – the Safeguarding visit report has been circulated by FC. There were no safeguarding issues or concerns raised.

8 Headteacher’s Report

The Headteacher’s report was circulated and governors were invited to question and comment on the report.

Comment: absence codes have changed from J to C. A: Y6 are going for interviews and tests at multiple schools. Y6 unauthorised absence has also increased and will do in the future. This coincided with shared data of Y6 and Y7. Schools fed back to the LEA on the impact of this new C code and from this academic year (25/26) if pupils who are out of school on secondary visits or doing tests in the morning return to school by 11.30am they will still receive a present mark in the attendance register.

Comment: Is there any way to link the children with other performance indicators, their historic track records? A: This is done and detailed on their records. It would be useful to know if the children did tests, so that these can be included.

Action: MO to check with Attendance Officer whether there is a way to automatically process and identify the C code related to the children.

The nursery numbers are up. All other classes have 30 children, so will be a benefit with the new budget for the new financial year.

Comment: In terms of the Y4 multiplication tests; it looks like a significant improvement. Is that down to a change in teaching methods or a different cohort? A:

The multiplication tests were not reported previously but are now reported if children are getting full marks. The school is well above national and the approach is being refined. Seeking to also do this with Y3 and the approach is being developed.

Comment: this is remarkable. The orange/red column shows 100% in science of SEND pupils. Pupils achieved a higher mark than national; pupils have been consistently achieving.

The level of development at the end of Reception is slightly below national average, but higher than the previous cohort. That changes from one year to next, it has always been quite variable. There is a fantastic Reception teacher in post.

The new Ofsted Framework, as it develops, will look at how children are developing from Reception and focusing less on curriculum areas. The impact of the pandemic is not over and children coming into Reception with vastly different levels of emotional development.

**9 Financial management / budget
Schools Financial Value Standard**

The completed Schools Financial Value Standard (SFVS) will be returned by **01 March 2026** and submitted to sfinancereturns@islington.gov.uk. Governors delegated approval of the SFVS to Finance Committee.

The revised budget needs to be filed 08 November 2025. Governors delegated power to file the revised budget to the Finance Committee.

10 Governor Visits/Link Governor virtual meetings with lead staff

Governors were reminded to ensure there are written records of visits/meetings, which are linked to school priorities, as Ofsted may ask to see them during an inspection.

11 Governor training and development and governors' briefings

Governors noted that the meeting of the Global Majority Governors Network took place on 22 October 2025.

DH attended the Governors Briefing earlier in October 2025. There was a briefing about the new Ofsted Framework. The LA wants governors to be trained on this. There is no longer a single word category and the new exceptional top category is much higher than the old outstanding category. No school is going to be exceptional in every category.

The report should enable the school and interested parents to know areas of school development and where they are doing well. It is not a best fit judgement.

Q: Do you feel this is going to make a difference to staff? A: This is likely to put more pressure on staff. It will require more evidence and self-evaluation across every area. The Framework will be refined in the next year.

An Ofsted visit is expected within the next two years.

12 Induction and Safeguarding

The induction in September 2025 has been rearranged for November 2025.

Action: Governors to ensure they complete safeguarding training.

13 Future meeting dates and agenda items

25 February 2025, 17:50

14 Any other business, if any, since the preparation of the agenda

There was no AOB.

15 Confidential Items (Part Two of the meeting)

Confidential item minuted separately.

Action Log

	FGB 22 October 2025	Who
2 2.1	Governance Compliance All governors to update business interests and confirm they have read the Code of Conduct 2025 and Keeping Children Safe in Education 2025 P1 on Governor Hub.	ALL
2 2.1	Governance Compliance New governors to check with School Business Manager to ensure that DBS and 128 checks have been completed	DL, SD, TL
2 2.3 2.3.1	Governance Membership of Governing Board Vacancies Governors who know anyone who has the ability and commitment (not a parent in the school) to be a Co-opted governor to contact DH	ALL
8	Head teacher's report MO to check with Attendance Officer whether there is a way to automatically process and identify the C code related to the children.	MO
12	Induction and Safeguarding Governors to ensure they complete safeguarding training.	ALL
	FGB 21 May 2025	Who
9 9.1	Financial management / budget Approval of the budget and deficit reduction plan MO to seek further clarification from the School Business Manager on the supply teacher insurance and report back to governors. 22/10/2025 - MO will double check with SBM about the supply teacher insurance.	MO
ITEM	FGB 26 February 2025	BY
2 2.2 2.2.1	Governance Membership Term ends - DH to have discussions with JR regarding the parent governor vacancy or possible appointment as an Associate member (Learning Committee). 21/05/2025 – email exchanges. Superced by suport from Learning Committee.	DH Closed
5	Minutes/reports from committees Finance Committee - Posts for the Foundation & Finance Committee to be allocated when everyone is in place on the FGB. 21/05/2025 – ongoing 22/10/2025 – covered in Hedateacher's report.	DH/MO Closed
5	Minutes/reports from committees Safeguarding Committee - BD to circulate the Safeguarding Meeting minutes. 21/05/2025 – safeguarding goveror will report on safeguarding visit. No meeting needed this term.	BD Close
11	Governor Training and Development DH to look at Safer Recruitment training for governors. 21/05/2025 – DH to look at further date for Safer Recruitment training. 22/10/2025 - DH will continue to look for a date when governors can attend Safer Recruitment training.	DH