



**THE GOVERNING BOARD OF THE FEDERATION OF BARTON AND
GODSHILL PRIMARY SCHOOLS**



Minutes of the Meeting of the Full Governing Board

**Held in person on Thursday 11th September 2025
at Barton Primary School**

Name	Role/Governor	Attended * online	Sent apologies
Naomi Smy (NS)	Co-opted Governor - Chair	✓	
Ursula Hutchinson (UH)	Local Authority Governor	✓	
Diane Barker (DB)	Co-opted Governor - Vice-Chair	✓	
Carolyne Meer (CM)	Co-opted Governor	✓	
Mark Snow (MS)	Headteacher	✓	
Verity Bird (VB)	Co-opted Governor	✓	
Charmaine Murphie (ChM)	Staff Governor	-	✓
Sarah Morrison (SM)	Parent Governor	-	✓
Mark Atkins (MA)	Parent Governor	✓	
Matthew Price (MP)	Co-opted Governor	-	✓
Jamie Dickinson (JD)	Co-opted Governor	✓	
Amy Martindale (AM)	Co-opted Governor - Co Vice-Chair	✓	
Yvette Leppard (YL)	Co-opted Governor	-	✓
Karen Darby (KD)	Co-opted Governor	✓	

Non-Governors in attendance

Name	Role/Designation	Attended	Sent apologies
Alison Starnes (AS)	Clerk to Governors (Barton)	✓	
Leigh Mannix (LM)	Clerk to Governors (Godshill)	✓	
Lisa Morgan Huws (LMH)	Head of School (Godshill)	✓	
Su Meredith (SuM)	Head of School (Barton)	✓	

Vacancies

1 x Co-opted Governor

Quorum

The meeting achieved the minimum number to be considered quorate (8) and remained at or above this number for the whole meeting.

Start & Finish Times

The meeting convened at 4.02pm and finished at 5.25pm having considered all items on the agenda.

Key: **Red: Action**, **Blue: Challenge**, **Green: Support**, **Purple: Ring-fenced funding**.

1. Welcome and Introductions

NS welcomed those present to the meeting.

2. Receive and agree whether to accept apologies

ChM, SM, MP and YL sent apologies for this meeting, which were accepted.

SM sent apologies for the previous meeting but via the old Barton email and so these were not received.

3. Declarations of Interest

None for this meeting.

4. Agree Minutes of Federation GB Meeting (10th July)

The 10th July 2025 Federation FGB minutes were agreed as a true and accurate record, and will be signed electronically by NS.

5. Matters Arising

SM has been in touch – NS to touch base with her before the October meeting.

SRMA visit – MS clarified that not all governors need to be present. NS will join the first 30 minutes. DB is also happy to attend as the meeting is Godshill specific. The first SRMA visit will take a granular look at the school's budget, with possible follow-up and advice on money saving.

MS sent updated data – marks were only sent to schools yesterday.

UH has completed her visit.

VB STEM reports – this action is carried forward. VB requested that actions are flagged to governors earlier.
Clerks to send action points earlier.

SuM has completed the SIP. Any areas not thought of will come to light.

All other actions completed, including dates and diaries.

SE (former Godshill governor) was contacted and has respectfully declined an Associate Member role.

6. Finance Update

KW and MS are preparing for the SRMA visit at Godshill– this will be an intrusive look to unpick lines of spending.

The SRMA will examine how the school commissions bills and other things, and may inform why Godshill finances are in their current situation.

Barton has reduced staffing but the school still has high levels of need. It is very rare for children not to have some complexities / needs when joining either school. MS commented on one child with complex needs that has been recommended to Godshill. More staffing will be required to meet the needs of these children.

Nursery provision will change finances positively in the long-term, but not the short-term.

Time is needed to identify sources of funding.

Staff are aware of the situation and there will be tweaks and changes.

7. Receive and Consider Governor Visit Reports

UH reports – UH met with the Maths Lead at Godshill and ChM at Barton, and met with the English Lead at Godshill. She also met with SuM and LMH to discuss the SIP and SEF.

Various issues were common to all meetings, including oracy (helping children to speak fluently and with confidence). This is an overriding principle that the schools are addressing with teachers. Some children are confident, but some don't talk at all – it is difficult to work with children lacking in confidence.

Retrieval is another common issue – this is going back over work to find specific examples of skills already learned, then embedding it before moving to the next area for learning.

Can you define fluency? This is understanding of how everything works so children can apply to problem solving, ie in Maths, and strategies that can be used.

SIP – it is important for the role of governors to be clearly demarcated and a column has been provided. UH found it hard to pin governors down to when they can make visits – governors are volunteers.

Governors also need to co-ordinate with staff members who are very busy.

It was felt that, with a more stable GB and a larger team, visits should work better.

SuM said it would be useful for governors to look at what senior leaders are monitoring in an actual week and whether this matches up with their availability.

Some teachers need more support, and SLT will use leadership in a way that establishes and maintains consistency.

NS looked at the SEF – some areas needed clarification, including how the SEF impacts on governors. NS will check governors are making visits and remain up to date with training, prompting where necessary.

VB report – Barton SEN and Inclusion. The school has historically high levels of SEN children. VB has a joint meeting booked with GE in late October / early November.

MS confirmed that Richard Quigley (IW West MP) visited the school before the summer holidays around free breakfast clubs. LM has done some work and secured £11,000 for breakfast and wraparound care for Godshill. Barton is open until 6.00pm on two evenings a week.

The schools are looking at how they can make breakfast club free and more accessible; however, the smaller staff group at Godshill makes staffing this difficult. Godshill now has a breakfast club offer from 7.45am.

Godshill-based governors have noted positive responses to the earlier times.

Template – a new template has been created for monitoring visits, based on the old Barton one.

It was felt that a safeguarding section is needed.

LM supplied questions for governors to ask on visits, which will be particularly useful for newer governors.

1. Clerks to email template and questions to all governors. 2. Governors to send suggestions to NS.

Safeguarding is everyone's responsibility and each visit should include a question around processes and staff understanding of this area.

VB found looking at Ofsted guidelines useful in identifying areas.

MS reminded governors that they are present in school as a guide and support, not to judge. The SLT can share good practice with governors.

NS suggested shadowing for newer governors - visiting with a more experienced governor to observe and learn.

All governors to plan in dates / make a visit before Christmas. This can be a shadowing visit. Governors were encouraged to ask for guidance if needed. Assemblies and other school events are included as visits.

Governors were asked to co-ordinate with MS, SuM or LMH for names of staff to liaise with for their areas.

[Where is this information on GovernorHub?](#) In the 2025-26 folder.

NS will monitor governor training.

AM has done a lot of training, as has YL. This is very easy to access and governors can join on one link.

The clerks reminded governors about logging onto Learning Link on NGA, so they can monitor who accesses training. The clerks will also email governors about training.

Safeguarding training needs to be up-to-date as this is an annual requirement for all governors.

Clerks to send safeguarding training links to governors.

CM has completed some training and will email the clerks.

8. Receive EHT Report (verbal)

MS requested to share a written report once per term, and dates have been agreed.

Both schools started the autumn term really well. NS met staff at the beginning of term to explain what governors are doing as a joint GB. Governors are welcome to come and visit and some Godshill-based governors have already been to Barton.

Staff CPD took place on the first two days of term, including LADO and safeguarding. Safeguarding rigour is very good at both schools.

Staff groups are working hard on the curriculum and SuM / LMH are co-ordinating curriculum planning, despite some initial teething and IT issues.

Consistency of approach and quality is key, as is having similar expectations. The staff teams came together really well, and this will help reduce workload longer term.

Online space has been created for staff to share thoughts (wellbeing). MS thanked SuM and LMH for their work.

Middle leaders were praised – both schools have hard-working and passionate staff.

Pupils have started brilliantly and are keen to learn. There have been no significant issues, although there are new children to nurture and support. Some of the children that struggled last year haven't so far.

Another positive has been Barton's new active uniform, despite some initial anxiety from parents. Children are completing the daily mile every day. Transition to PE is now very easy and children are more comfortable.

Why wouldn't active uniform be rolled out to Godshill? Possibly the colour is an issue. MS has explained to parents that it's cheaper long-term. An early consultation is needed with parents if active uniform is to be introduced at Godshill from September next year.

Governors suggesting placing a poll on the Friends of Godshill page to see what parental views are.

Staff have settled in. There is one new teacher at Barton who is doing well. Some staff left over the summer.

SATs results – the schools challenged some papers and got marks back. One child got three marks back for English. Both schools improved year on year.

Barton GD (greater depth) is okay, but Godshill's GD is not so good.

Consultation is to go out regarding the nurseries. **Please explain.** The LA has to approve the new start age. **Will we still get January?** Yes, there is slippage time. Both schools have spaces.

The schools can now start transition work and KW is looking at SLAs, starting with a transitional package.

Two safeguarding audits have to be done in each school, due to having nurseries.

DB to sign off safeguarding audits by 15th October.

9. Approve Policies

No policies were brought forward.

Safeguarding and Child Protection policies to be circulated to all governors, which are adapted from the LA model.

LM to align policies with LW (Barton office) and liaise with VB via her personal email address.

10. Any Additional Business

Collaboration agreement – agreed and signed by NS.

Any urgent agenda items can be brought at the Chair's discretion. It was agreed to add an item to cover urgent business on meeting agendas going forward.

Clerks to add urgent business item to agendas.

Are we looking at advertising for 2026 places? NS is visiting Godshill to look at this.

Seven Federation governors attended the surplus places meeting in Newport on 9th September, but noted the lack of governor numbers. There is another (virtual) meeting on Tuesday 16th and attendance was encouraged.

The governors that attended provided feedback to IW Council officers during the meeting, which it is hoped will make the place planning process more transparent and equitable moving forward.

11. Date of Next Meeting

Thursday 16th October 2025 - 3.30pm Pay, 4.30pm FGB, at Godshill.

12. Impact of Meeting

- Clarification of financial situation, including SRMA visit at Godshill
- Visit reports received for English, Maths, SIP / SEF and SEND
- Governor monitoring clarified going forward
- Role of governors defined within SEF etc
- HT update – positive start to autumn term, new active uniform at Barton working well
- Seven governors attended surplus places feedback meeting with IW Council officers

End of meeting – 5.25pm.