

SHELDWICH PRIMARY SCHOOL

Board of Trustees' Meeting

Term 6 - Wednesday 16th July 2025 at 5.20pm

Present: Mr D Milham (Chair), Mrs S Garrett, Mr M Lee, Mrs A Du Plessis, Mrs S Paice, Mr S Greathead, Mr A Woods, Mrs R Fairs and Mrs C Lay

Clerk: Mrs J Linter

1. Apologies

Apologies were received from AB.

2. Declaration of Business Interests

No changes required.

3. Minutes of Previous Board of Trustees' Meeting

The minutes from the Board of Trustees meeting held on 21st May 2025 were accepted as a true record and signed by the Chair of Trustees.

4. Matters Arising

There were no matters arising.

5. Finance and Resources

Together with the draft three year budget, monitoring reports for revenue and capital had been circulated to all trustees.

ML stated that the in-year deficit this year is c. £36K mainly due to additional staff costs. The surplus forecast at the year-end for 2025/26 is c. £75K. Years 2 and 3 also have a forecast surplus of £9K and £7K respectively.

Budget notes accompanied the reports and are attached to these minutes. The notes give details of staffing costs and additional information.

It was noted that £33K will be spent on IT next year with £20K of this being provided by the PTA.

ML proposed that the budget is submitted to the DfE. Agreed unanimously.

Trustees thanked JL for her work in preparing the budget.

6. Year End Results

SG circulated a summary of the year-end results for KS2 SATS, Year 4 Multiplication Testing and Year 1 Phonics screening.

SG said that three SATs papers had been put forward for a marking check. All three were on the cusp of a Greater Depth.

SG explained the percentages and had provided a boy/girl split.

It was noted that the Year 4 multiplications test results were very good. The school average was 22.2 (out of 25) against a National average last year of 20.6.

93% of pupils in Year 1 had achieved the required mark in the phonics screening.

7. AOB

DM proposed that there is a change to how trustee meetings are conducted next year. Details of the proposal had been circulated to trustees.

There would be six meetings (one per term) in which both Finance and Education would be discussed as well as other agenda items. It was agreed that this would save time from having six instead of nine meetings each year and would not involve repetition of discussions. The headteacher will present a formal reports to the meetings in Terms 1, 2 and 3.

Agreed unanimously. All of the meeting dates for next year were agreed.

DM thanked all trustees for their commitment and work during the past year.

8. Dates of Meetings

All of the meetings are for the full Board of Trustees.

Term 1	Wednesday 8 th October 2025	4.00pm
Term 2	Wednesday 10 th December 2025	4.00pm
Term 3	Wednesday 4 th February 2026	4.00pm
Term 4	Wednesday 25 th March 2026	4.00pm
Term 5	Wednesday 20 th May 2026	4.00pm
Term 6	Wednesday 15 th July 2026	4.00pm

9. Confidentiality

No items were considered confidential.

DG Mill
8/10/25

Meeting closed at 6.10pm