



Gildredge House

Full Governing Board - Meeting Minutes

Meeting Date: Thursday 2nd July 2026
Meeting Venue: EHT Office at Gildredge House School
Meeting Time: 5:15pm

Governors: Richard Thornhill, *(RT)*, Chair
Julian Mace, *(JM)*, Vice Chair
Len Callnon, *(LC)*
Eddie Erasmus, *(EE)*
Lucy Haggis, *(LH)*
Nicoleta Uzorka Ion, *(NUI)*
Gabrielle Mace, *(GM)*
Lea Owen, *(LO)*
Katharine Paradas, *(KT)*
Jonathan Searle, *(JSe)*
Joyce Swann, *(JSw)*

Ex officio: Craig Bull, *(CBu)*, Executive Head Teacher

Also in attendance: Vickie Jenkins, *(HOS)*, Head of Secondary
Gemma Nesbit, *(DOF)*, Director of Finance
Helen Punter-Bruce, *(HOP)*, Head of Primary

Clerk to Governors: Rif Aslam *(RA)*

Apologies: L Owen *(LO)*, M Ashley Taylor *(MT)*, L Callnon *(LC)*

Full Governing Board – Minutes 2nd July 2026

Item	Discussion	Action
1.	Welcome and apologies for absence - Chair welcomed Governors & SLT to meeting. - Chair accepted apologies for absence from LO, MT & LC and late arrival of DOF	
2.	Declarations of Interests There were no declarations of interest made.	
3.	Minutes of previous Governing Board Meetings - Governors agreed the Minutes as an accurate record of 26 March 2026 FGB. Chair to sign a copy. - Governors agreed the Minutes as an accurate record of 28th April 2026 Extraordinary Governors Meeting. Chair to sign a copy. - Governors to agree the Minutes as an accurate record of the 14 May 2026 Education Committee Meeting. Chair to sign a copy. - Governors agreed the Minutes as an accurate record of 11th June 2026 Enterprise Committee Meeting. Chair to sign a copy.	
4.	Governance Matters - New Governor Recruitment – VC Gave a summary of the interview and some background information about the candidate, Paul O’Hara. Panel felt that his skills would be an asset to the Enterprise Committee. Board approved appointment for next FGB. - Parent Governor Role – NUI’s 4 year term will end on 28th September. Elections for a new Parent Governor will commence in September. Chair has invited NUI to move into role of Board appointed Governor. Board approved recommendation. - Governor Term Ends - Chair thanked KP for her services and wise counsel. Chair congratulated JSe on his promotion and thanked him for his dedication and contributions. Chair expressed sadness at losing them from the Board. Both KP & JSe both expressed regret at leaving and hoped to maintain contact with the school in some capacity. Governors echoed Chair’s gratitude for their services.	
5.	Action Summary Report EHT advised there were no updates.	
6.	Items not already on the agenda Chair confirmed there were none.	
7.	Chair’s Correspondence Chair gave an update about ongoing correspondence.	
8.	Finance DOF joined meeting at 18:50hrs General Finance Update – DOF advised that budget was approved at Enterprise Committee. However, she has re-budgeted after yesterday’s DfE announcement of 3.5% pay award. We are likely to break even. Income generation plans next year to cover future losses. Auditors planned for October. Cost controls implemented will continue. A lot of work has taken place this year to get our financial records in place. Chair noted that budget controls this year provide confidence in figures. EHT added that we won’t know until September how much of the award is funded. He advised that 11% reduction in pension contributions may impact teacher recruitment.	

	- Financial Regulations Manual – DOF pointed out date changes. Governor enquired whether there was a cross reference with whistleblowing and Data Protection Policies. EHT advised that this could be put in at the end. VC pointed out that reference to Academies Financial Handbook needed to be updated. Governor advised out that as ESFA has been disbanded this needed to be removed. - Admissions Update – EHT gave figures for September intake. - Marketing Update - Chair of admission gave a brief update about marketing plans and collaboration with business. DOF left meeting at 19:21 hrs.	DOF DOF
9.	Executive Head Teacher's Report - Complaints Analysis – EHT advised that there has been a drop in the number of complaints and he believed this was due to updated Complaints Policy and greater management of complaints at informal stage. None reached Panel stage. Governor pointed out that schools do and will face more pressure because of SEND reforms. Governor suggested that Enterprise Committee examine impact of SEND reform. EHT advised that SDP in September will focus on this aspect. Chair acknowledged that parents are willing to take the informal route. HOP agreed and added that parents often just want to be heard and therefore informal route is valuable. Governor asked whether we were recording recurring themes. EHT confirmed we were with the tracker document. - Primary and Secondary Phase Restructures Update – HOP & HOS outlined posts and vacancies. Governor highlighted strength of pastoral element of school. EHT confirmed that we were ahead of others in this respect. Governor enquired about recruitment. EHT confirmed that we will be fully staffed. Chair congratulated SLT and commended handling of restructuring by Heads of School. - Primary & Secondary Phase SDP Update – HOP & HOS referred to papers and invited questions. There were none. - Governing Board Strategic Oversight Guide 26/27 – EHT referred to paper. Day in school in March for governors will provide an opportunity to meet and speak to staff. EHT recommended using a shared folder in Teams to streamline meeting agendas and papers. VC commended idea of day in school for governors.	
10.	Safeguarding Executive Summary - EHT referred to paper and invited comments. Lead Governor Safeguarding commended KMA.	
11.	Policies EHT highlighted the following:- - Allergy and Anaphylaxis Policy - updated with Benedict's Law. Governor pointed out that section 6.2 doesn't say when parent/carers will be informed. - Competitive Tendering (Procurement) Policy – thresholds down & conflicts of interest section added. - Whistleblowing Policy – statutory update carried out. - Security Policy – new policy. Includes partial & full lockdowns, delegated authority and Martin's Law. Governor remarked that partial lockdown mentions emailing staff but what if they are too busy to check email. EHT advised that email, Tannoy and Teams will all be used. Governor suggested working through scenarios and discussing with staff as part of training. Governors approved policies.	EHT

12.	Monitoring Lead Governor Careers advised that monitoring visit will take place next week and report will be ready for next FGB.	
13.	Any other urgent business There was none.	
14.	Confirmation of future Governor Meeting Dates for 2026/2027 FULL GOVERNING BOARD: 1 st October 2026 10 th December 2026 9 th March 2027 1 st July 2027 EDUCATION COMMITTEE: 10 th November 2026 21 st January 2027 13 th May 2027 ENTERPRISE COMMITTEE: 19 th November 2026 11 th February 2027 17 th June 2027	
	Meeting Closed Chair thanked governors & SLT and closed the meeting at 20:05 hrs.	