

Park House Primary School



FGB Minutes Thursday 5th March 2026 – 6.00pm

Agenda Item:			Lead by:	Actions:
FGB 03.26.01	Welcome/Apologies for absence	Present: S Kavanagh, M Dore, L Key, R Allen, J Hardy, Z Thorpe, C Ellis, L Ellis, K Ingram. Apologies: T Faulkner, L Inglis, L Smithies, O Robinson, D Faulkner. Clerk: C Gee	Chair	
FGB 03.26.02	Vacancies, training & monitoring	➤ Vacancies – We still have 1 vacancy for a Parent Governor –this has been advertised and the closing date is 12th March 2026. ➤ Training – it was noted that a training link was sent to Governors however, it is not working. SK to contact training provider.	Clerk	
FGB 03.26.03	Minutes of Previous Meeting – 15 th January 2026	➤ The Minutes from the previous meeting (15th January 2026) were read. ➤ Unanimously approved by all Governors that the minutes were a true record of the meeting.	Chair	
FGB 03.26.04	Declarations of interest	➤ No interests were declared at this time.	Chair	

Signed by Chair..... Dated:

FGB 03.26.05	Staffing:	**CONFIDENTIAL ITEMS REMOVED** ➤ A staff member will be taking maternity leave. It was unanimously approved by Governors to advertise for maternity cover. ➤ The Deputy Head Teacher role has now been filled- unanimously approved by all Governors. ➤ The Head reported that there is still 2 staff members on long term sickness.	Head	
FGB 03.26.06	SFVS- Schools Financial Values Standards Audit	➤ The Head reported that we are no longer using Integris and we have moved onto Arbor, this was the main change in the audit. ➤ The SFVS audit was shared and discussed. This was unanimously approved by all Governors.	Head	
FGB 03.26.07	Finance/budget setting preparation	➤ Finance/budget – S4S (which is where school can purchase DCC contracts) don't have the new contracts available to purchase yet. Last year the cost was £27,713, this is expected to increase this year slightly. It was unanimously approved by governors to maintain the previous contracts for another year with an anticipation of 10% price increases. ➤ Benchmarking – Park House School was compared with similar schools, not always in our area. It shows that we spend most of our finances on teaching and education staff. ➤ A Governor asked whether the lights are LED lights in school? The Head said that any bulbs that need replacing are being replaced with LED bulbs to be more energy efficient. This is gradual as the cost to change all at the same time would be too much. ➤ It was discussed that we will look to increase the cost of breakfast club from September 2026. ➤ It was reported by the Head that the buildings work being carried out by Derbyshire County Council will include the removal of the ICT suite. The school is going to move to using mobile technology e.g. laptops instead. ➤ The Head reported that each year there is circa £6,000	Head	

Signed by Chair..... Dated:

		included in DFC which is ring fenced funding for buildings and certain IT equipment. There is £5,000 of funding available for laptop/tablet equipment. It was proposed to use £5,000 this year and a further £5,000 in 2027. Some of the quotes include: ➤ Wave Net - £4999 – this includes Chromebooks being licensed for updates for the next 7 years. ➤ DFE approved site Everything ICT, sent several different quotes including 16 Chromebooks with a charging trolley, and licensing- £3831 ➤ System active – Lenovo Chromebooks with a 3-year warranty - £3568 ➤ The Head reported that there was a preference of Chromebooks over laptops to enable being able to purchase more devices. ➤ The Head reported that some quotes were not easy to follow and needed further investigations. ➤ It was unanimously agreed by all Governors for the Head to be able to spend over her allocated £3,000 budget to get the items and that she would have a more in-depth conversation with the suppliers before agreeing on a quote. ➤ Imprest allocation – we get £1000 split into 2 payments over the year; it is like an electronic petty cash. Governors were asked if they agreed to continue with this amount. It was unanimously agreed by all Governors to carry on with this.		
FGB 03.26.08	Head Teachers report to Governors	**CONFIDENTIAL ITEMS REMOVED** ➤ The Head updated that the new Ofsted framework has an increased foci on inclusion and SEND, this will also look at attendance. ➤ The Head asked Governors if they were happy with the layout of the information provided in the Heads report- it was unanimously approved by all Governors that this level of detail would only be required once a year in July so that a full year's worth of data can be analysed. ➤ The Head reported that a second building survey had	Head	

Signed by Chair..... Dated:

		been completed and further investigation works are required.		
FGB 03.26.09	Safeguarding and behaviour	➤ Single central record – checking and signing has been delegated to DF outside the meeting.	Head	
FGB 03.26.10	Inventory	➤ The Head asked Governors if they were happy with the removal of all the old IT equipment, Governors unanimously agreed.	Head	Full list will go to next FGB. SK
FGB 03.26.11	Health and safety/ Accident book	**Confidential item removed** ➤ Buildings items discussed in a previous agenda item. ➤ 1 entry into the accident book.	Head	
FGB 03.26.12	GDPR	➤ No issues to report	Head	
FGB 03.26.13	Correspondence	➤ No correspondence to report	Clerk	
FGB 03.26.14	Any other business	➤ Confidentiality policy – unanimously agreed by Governors to accept the policy	Chair	
FGB 03.26.15	To agree confidential items	➤ Agenda item 5 – Staffing ➤ Agenda item 8 - Building part of Head Teachers report ➤ Agenda item 11 – accident book details	Chair	
FGB 03.26.16	What have we achieved tonight that will improve outcomes for the children in our school?	➤ Confidentiality policy ➤ IT equipment	Chair	

Signed by Chair..... Dated:

		➤ Benchmarking to show managing finance		
FGB 03.26.16	Date and time of next meeting	➤ Full Governing Body meeting Thursday 23 rd April 2026 at 6.00pm	Clerk	

Meeting closed at 19.30pm

Signed by Chair..... Dated: