



MINUTES OF MEETING OF GOVERNING BOARD

Monday 15th December 2025, 7 pm

Oathall Community College

Present: Toby Houghton (TDH) Head Teacher; Rowena Chalk (RC) Chair; Brenda Brown (BB) Vice Chair; Nicky Wastie (NW); Sarah Wild (SW); John Parry (JP); Emily Lomax (EM); Steve Hall (SH).

In Attendance:

Minutes: Donna Murdoch (DM) Clerk to Governors.

No	Item
1.	<p>Apologies and absence. CM, VC, JH & CRC gave their apologies.</p>
2.	<p>Declarations of interest. None</p>
3.	<p>Senior Leadership Presentation There was no presentation this evening due to staff sickness.</p>
4.	<p>Approval of the minutes of the meeting held on Monday 11th November 2025. The minutes of the meeting held on 11th November 2025 were approved and signed as an accurate record of the meeting along with the confidential minutes of the meeting.</p>
5.	<p>Business and finance reports. The business report for the period of October 2025, along with the budget monitoring report for the same period were provided to the governors. The three year budget forecast executive summary and governor report was also provided. This report summarises the school's financial position for the next three-year period and is read in conjunction with the three-year budgeting executive summary. WSCC prepopulates the information in the three-year budgeting tool for pupil numbers, revenue funding, and capital funding. A governor asked about rising energy costs. Oathall have been told to factor an 8.9% increase on electricity, 2% on gas and 4% on water. In 27-28 Oathall should have completed the project to install more solar panels and battery storage to additional roof areas across the school. This should reduce consumption, and enable them to buy some electricity at a lower cost.</p>

	The three year budget forecast executive summary was accepted by the governors and signed as approved at the meeting.
6.	Policies to be approved.
6.1	WSCC Model Pay Policy – approved
6.2	WSCC Child Protection & Safeguarding Policy – approved (no material changes just hyperlinks added that were missing).
6.3	Provider Access Policy - approved.
7.	Reporting to the governing body
7.1	Chair RC spoke about complaint and exclusion panels in general and requested the governors keep their training up to date so that they can participate in these when they come up. Although parent governors cannot sit on these panels whilst their child attends Oathall, RC explained the process of exclusions so that they had an understanding of the process. BB explained what an independent review panel is.
7.	Reporting to the governing body
7.2	Head teacher TH reported that the year 11 mock exams went well and he will bring a full analysis to January’s meeting to see how the students have done academically. TH spoke about the school production, Shrek and thanked everyone involved. It was a whole school effort with over 250 students involved and a large number of staff. He also thanked everyone involved in Carols in the Barn, especially the farm staff for setting it up and the musicians etc. Interviews took place last week for two maths teachers who are leaving Oathall. Two people were recruited to start in September 2026. TH thanked SW for attending the interviews. TH gave an update on the pitch. He had a meeting with the surveyor and contractors who confirmed that the original pitch had not been put in properly. They will require a full new pitch and fencing (as the fencing sits on the old pitch) and the build time is about 12 weeks and they cannot start until mid January. This has an impact on the PE staff who are having to be creative and flexible. It also has a huge impact on the lettings. On a positive note this will be fully funded by the local authority. TH talked about a new cricket project which is being partly funded by a private funder and now the English Cricket Board are also going to provide funding. Oathall will get a four lane outdoor net and possibly a four lane indoor net, which give Oathall more letting potential as there are not many winter nets available in the area.
8.	Governor visits and individual reports. SW attended an interview panel for a teacher in the previous week.
9.	SEND/Pupil premium update. BB & VC had a safeguarding meeting with Laura Gyngell on 13th November. They are very pleased how staff are quick to register any concerns they may have about pupils on the school’s My Concern site which is a central platform developed by child protection experts ensuring that all types of safeguarding or wellbeing concerns are safely documented and managed.
10.	Actions: (See below).

11.	Training: Reminder to complete training and importance of this training as this still hasn't been completed by all governors.
12.	Any other business. None
13.	Date of next meeting – Monday 19 th January 2025 at 1900 hours

FGB Meeting Action Log

Meeting at which action raised	Details	Who	Timescale	Completed
14.07.25	Complete NGA training – Effective Financial Governance in Schools. https://www.nga.org.uk/training/directory/effective-financial-governance/	All	13.10.25	
13.10.25	Complete NGA Safeguarding training by 11/11/25 https://www.nga.org.uk/training/directory/essential-safeguarding/	All	11.11.25	