

Shebbear Community School
 Agreed Minutes from the Part One Governing Body Meeting
 held on Monday 20th July 2026 at 6.30 p.m.

77/2025 Welcome; receive and sanction apologies for absence:

Miss R Curtis (Staff Governor)
 Mrs L Duggan (Co-Opted Governor)
 Mrs C Evans (Parent Governor)
 Mrs R Evans (Co-Head Teacher)
 Mr A Goode (Co-opted Governor) (Chair)
 Mrs L Gough (Co-Head Teacher)
 Mrs H Heywood (Co-opted Governor)
 Mr J Lake (Parent Governor)
 Mr J Quance (Co-opted Governor) (Vice Chair)
 Mrs S Woollacott (Parent Governor)
 Mrs S Hawker (clerk).

The meeting was quorate; apologies were received and sanctioned from Mr J Chamberlain (co-opted governor) Mr R Monaghan (parent governor) was absent.

78/2025 Declarations of Pecuniary Interest:

Mr J Quance - Chairman of Shebbear Parish Council and uncle of Hannah Heywood
 Mr A Goode - Shebbear Parish councillor
 Mrs H Heywood - niece of Jason Quance
 Mrs S Woollacott - clerk to Shebbear and Buckland Filleigh Parish Councils
 Mr J Chamberlain - Shebbear Parish councillor

MONITORING AND ACCOUNTABILITY

79/2025 Co-Head Teacher's report (circulated in advance on Governor Hub):

This had been submitted to governors in advance on GovernorHub and covered attendance, safeguarding, school improvement, SEND and safeguarding.

SATs: Our results show that we have achieved an average of 73% (reading, writing and maths) against the National average of 63% last year which is pleasing. (RIP1) (RIP2) (RIP3)

Q: Are we showing good progress scores?

A: We are hopeful that this will show good progress. LG

Q: The Phonics show only 80% 'passed' this year, against 100% last year. Bearing in mind the significant and substantial investment in the Read Write Inc (RWI) was this a good investment?

A: In real terms this is only two children, one of whom is SEND and other one has made huge progress over the last year, we also need to bear in mind that we have only just started using RWI. Our internal assessments and evidence tracker show that Years 1 and 2 have made good progress and Reception children have made excellent progress so far. RE

Q: What are you doing to bring the lower attainers up to where they need to be?

A: They are having daily additional tutoring, together with an increased focus on parental engagement. RE

Q: In regard to the Y4 times tables, there is a drop from last year's results and the lowest score was 11 - is this a concern?

A: In this cohort 7 of the 12 are on the SEN register which reflects in these tests which are speed based - only 6 seconds are allowed for each answer - and this has had an impact on the final result as no additional time is allowed. All of the low ability children have made progress in maths. RE

Attendance: We have not achieved the ABIE target however our attendance is still good at 96.3%. Mrs Woollacott observed that there seems to be the biggest issue with the Year 1 and Year 4 children; Mrs Evans explained that some of this is attributable to term time holidays taken and to pupils who are no longer at our school. (SMP3)

SIP: Mrs Evans explained the data report, previously circulated, helps to inform the Rapid Improvement Plan (RIP) and subsequent years.

Q: *How many children have music lessons?*

A: A lot! About 21 children currently have lessons with either Mrs Hayes or Mrs Wren; it is good to see so many taking this opportunity.

Safeguarding: Mrs Gough was pleased to report that more staff/governors had engaged with the termly safeguarding quiz. She will continue to send weekly safeguarding emails next year. She confirmed that police reports have been received from village incidents. (SMP1)

Bude Trip: This went ahead this year, but was not supported well financially by parents which is disappointing as we work very hard to make these curriculum enrichments affordable. Going forward we will have to consider very carefully whether trips are viable to run or not.

School Evaluation Form (SEF): The co-headteachers confirmed that they have completed this, although have made no evaluation currently. This is available on Governor Hub. (RIP2)

Mr Goode thanked them for all of their hard work over the last year and asked them to pass on his and the governing board thanks to all staff for their hard work.

80/2025 Governors' Reports:

Mrs Heywood had carried out a further English monitoring visit to focus on how the school monitor/assess progress in English, what is the school doing to support pupils who are not where they should be and how do we know this support is working and pupil voice in writing improvement throughout the school. (RIP1), her report was submitted in advance of the meeting on GovernorHub. (RIP1)

Mrs Duggan had a meeting with the SEND governor from East-the-Water Primary School (Daniel Dalley), to share best practice between the schools. She will return to focus on pupil voice. (RIP3 and RIP4)

Mr Monaghan carried out a Maths monitoring visit, however he has not yet sent this to school and was not at the meeting to be able to report back to governors.

There were no questions arising from any of these visits; Mrs R Evans asked if when reporting governors could use 'our' and not 'they' please.

81/2025 Clerk's Report:

GDPR: The annual audit was held on the 15th July and we are awaiting the report. Verbal feedback indicated a positive audit and we look forward to presenting the report to the next meeting.

Finance Audit: This has also recently taken place, again the report has not yet been sent to school. Verbal feedback indicated that this was generally a good audit, with a couple of small points that will need to be addressed, for example formally minuting that governors approve the School Improvement Plan. (SMP2)

82/2025 Financial Reports:

School Budget Share: An updated budget summary was circulated ahead of the meeting. This has been hit three times by different changes to policy, compared to when agreed back in May: the sport funding is ceasing from September; free school meals children are being reassessed and there will almost certainly be less pupil premium funding next year; staff pay awards are not going to be fully funded and are larger than originally forecast. There is still more information to come and this will be assessed and an update brought to the autumn meeting with hopefully the impact on the budget being clearer then. (SMP2)

Carry forward 25/26: The clerk circulated the confirmed carry forward amounts from 2025/26 ahead of the meeting, together with plans and reasons for these carry forwards. All were satisfied with this report.

Dinner money: We have not increased the cost of school dinners for a long time, therefore with the cost of ingredients increasing Mrs Gough proposed we increase it to be in line with the UIFSM funding, effectively rising from £2.50 to £2.66 per meal with effect from September 2026. This was seconded by Mr Quance and agreed by all.

ACTION: SCHOOL MONEY APP TO BE UPDATED AND PARENTS INFORMED BEFORE THE END OF TERM. SH/RE

Contract register: This was brought to the meeting and available on Governor Hub for governors' information. All were happy with our current contracts.

Sport report: Mrs Evans and Mr Dart have prepared this which is now on the website, Mrs Woollacott proposed that governors agree this report, seconded by Lynne Duggan, agreed by all. The funding from September 2026 has been slightly increased to cover a two-term period.

83/2025 Committee Structure, Terms of Reference and Governor Appointments:

There is currently a space on the Pay and Performance committee due to a governor leaving. Mr Quance proposed that Mr Lake be appointed to the committee, seconded by Mrs Woollacott and agreed by all.

Due to new regulations coming in from September 2026 there is a requirement to have an allergy governor (see policy section below). Miss Curtis proposed Mrs Woollacott, seconded by Mrs Evans and agreed by all.

Mr Goode's term of office ends on the 31st August 2026. We currently have a Local Authority vacancy and Mr Quance proposed that Mr Goode be appointed as Local Authority governor with immediate effect, seconded by Mrs Woollacott and agreed by all.

ACTION: CLERK TO COMPLETE THE NECESSARY PAPERWORK FOR THE ABOVE. SH

84/2025 Approval of Minutes from the Previous Meeting(s) circulated prior to the meeting:

The Part One minutes of the governing board meeting held on the 18th May 2026 were agreed by governors present and signed as correct by the chairman.

The Part One minutes of the resources meeting held on the 5th June 2026 were agreed by governors present and signed as correct by the committee chairman.

The minutes of the Support Partnership meetings held on 20th May and 8th July 2026 were available for governors to read on Governor Hub; the formal partnership has now ended, however Adam and the staff will continue to support us informally and on an as and when basis, as previously minuted. The clerk will ask the committee chairman to formally sign these off. (RIP2).

85/2025 Matters Arising from the Previous Meeting(s):
Play equipment: The three quotes received were available before the meeting and range from £12160 to £13942, with the children's preference being for the Thruxton which falls into the middle (£13691). Mrs Woollacott proposed that we go ahead and purchase the Thruxton, seconded by Mr Lake and approved by all. Mr Goode asked about ongoing timber maintenance, however this package also includes a ten year timber warranty. (SMP4) ACTION: CLERK TO ORDER THE THRUXTON FROM SOVEREIGN PLAY. SH Little Bears lease: we have not yet heard back from County on this.
86/2025 Policy Adoption/Review:
The following policies/documents were brought to this meeting for consideration and approval: AI Data Protection x 5 Allergy Equality (we need to appoint a link governor for this at the AGM) Managing Unreasonable Behaviour Whistleblowing Finance Safeguarding Complaints Mrs Woollacott proposed that all policies and documents above be approved and adopted, seconded by Mrs C Evans and agreed by all.
87/2025 Items Brought Forward by the Chairman:
Governor Action and Strategic Plans: Mr Goode explained that himself and Mr Quance and Mrs Hawker had met with Amanda Blewett who was recommended through Devon Governor Services, who has helped us to develop a strategic plan and an action plan to inform the work of the governing board going forward. Both plans were available on Governor Hub ahead of the meeting. Mrs Woollacott proposed that governors adopt the strategic plan and this becomes a regular agenda item, seconded by Mrs C Evans and agreed by all. (RIP2) School Visit Viability: As mentioned in the Head Teachers' report, the last school visit was not well supported financially by parents. This was discussed and going forward we may need to be prepared to cancel trips if the impact on the school budget is too large. Safeguarding: Mr Goode asked for all governors to read the new Keeping Children Safe in Education 2026, together with other safeguarding documents that the clerk will add to Governor Hub over the summer holidays. These then need to be declared as read on the 'compliance' tab of the individual governor profiles. (SMP1) ACTION: CLERK TO UPLOAD SAFEGUARDING DOCUMENTS FOR GOVERNORS TO READ IN THE SUMMER HOLIDAYS/EARLY NEXT TERM. GOVERNORS TO MAKE THE DECLARATIONS. SH/ALL GOVERNORS.
88/2025 Correspondence (available on GovernorHub:

Devon Governor Services: Termly Checklist and weekly Governance Alert (all circulated to governors).

Scomis: Advising that they will no longer support schools from the end of July and we need to find an alternative provider for our IT support. Bromcom support will continue.

Little Bears: Following the need for them to close during the exceptionally hot weather, they have had an offer to provide air conditioning in the classroom and are seeking governors' permission to have this installed. Mr Goode suggested that we contact SW Norse to ask their views and advice on this, and also we need to know if they are talking about a freestanding unit or something hung on the wall. Little Bears also asked for retrospective permission to extend the path which was granted.

ACTION: CLERK TO CONTACT PAULA MCCRAE FOR ADVICE. SH

GOVERNANCE

89/2025 Impact from this meeting:

The governing body has:

*agreed to purchase outside play equipment for the children to improve positive playtimes and their mental health and wellbeing, together with improving their physical developmental skills;

*approved the new Allergy policy, ensuring the safeguarding and wellbeing of the school community with regard to allergies etc.

*taken the first step towards becoming more effective and improving the governing board's work by adopting an action and strategic plan;

*celebrated the great SATs results - a testimony to the great teaching and great staff at our school.

90/2025 Dates and Times of Next Meetings:

The next scheduled dates are as follows:

Full Governing Body 26/27: Mondays 28th September, 16th November, 18th January, 22nd March, 17th May and 12th July - all to start at 6.30 p.m.

Pay and Performance: 28th September 2026 at 6.00 pm

Resources: to be determined.

Mrs Woollacott proposed that governors move into Part Two, seconded by Mr Quance and agreed by all. The meeting ended at 8.57 pm.