

Western Road Primary School, Lewes
 Full Governing Board Meeting
 Monday 14th July 2025 - 18:00 - 20:00
MINUTES



Governors :

Initial	Name	Position
IW	Irena Wooler	Head Teacher
GJ	Gabbie Jerrit	Chair, Foundation Governor
HT	Hilary Turner - on telephone	Vice-Chair, Co-opted
BF	Bridget Flowers	Co-Opted Governor
HG	Hamish Gale	Co-Opted Governor
TJ	Tom Jeffery	Co-Opted Governor
RH	Rea Hamilton	Deputy Head, Associate Governor
JB	Jannine Bishop	Staff Governor
HA	Holly Atkins	Parent Governor
IS	Ian Sandbrook	Local Authority Governor

Apologies received from:

Initial	Name	Position
PM	Patrick Mulhern	Parent Governor
SG	Sue Gothard	Clerk to the Governors
KW	Karen Wallis	Co-Opted Governor
SC	Sarah Clifford	Bursar

Also in Attendance:

Initial	Name	Position

1. Welcome and Apologies:

GJ welcomed all to the meeting. Apologies were received and accepted from:

SG Sue Gothard
 PM Patrick Mulhern
 KW Karen Wallis
 SC Sarah Clifford

The meeting was confirmed as quorum.

2. Declaration of Interest:

There were no additional declarations of interest relevant to this meeting.

3. Actions from Previous Meeting 19th May 2025:

No:	Action	Lead	Completed By
1	Contact Brighton Volunteers to discuss the possibility of helping with the swimming.	KW	
2	Investigate cyber training for governors	IW	

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4. Acceptance of Minutes from 19th May 2025:

Governors unanimously approved the previous minutes as an accurate reflection of the previous meeting.

5. Budget Update - SC

Update and Overview:

6. Head Teacher Report:

General Overview:

Attendance:

Year 6 SATs;

Estates:

Health and Safety:

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7. Safeguarding Report - IS

8. SIP and SEF Update - IW

9. Post Ofsted Action Plan IW, GJ

10. Pupil Voice - HA

11. Governance Housekeeping
Governor Vacancy Update:

Governor Training update

FGB and Strategy Meeting dated for 2025 - 2026

12. Policies for Approval - IW, GJ

- Recruitment and Selection Policy
- DBS Policy Statement

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13. Any Other Business

14. Dates for Future Meeting

FGB - start time 6pm Note Change of day to **THURSDAY**
2nd October 2025 - 6pm

Strategy - start time 6pm - Note Change of day to **THURSDAY**
18th September 2025

All governors and staff informal get together:
16th July 2025 at 10:15

Meeting finished at

Actions from this meeting 14th July 2025:

No:	Action	Lead	Completed By
1			
2			
3			

Signed by:

Chair of Governors

Date