

Low Trenchard & St Catherine's Church of England Primary Schools Hub

Chair of Governors – Amy Crompton, acrompton@andaras.org Executive Head Teacher – Louise Hussey



An Daras Trust

Igniting Curiosity Growing Capabilities

Low Trenchard Church of England Primary School

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Head of School – Liz Davy

St Catherine's Church of England Primary School

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Head of School – Pippa Warner

18/03/26

MINUTES

Spring Term Meeting 2026

Local Governing Board: Low Trenchard & St Catherine's CofE School

Wednesday 11th March 2026 / 12 noon at Central Office

1. Welcome (to include brief recap of Trust Identity) and Apologies

LH briefly introduced the Trust Identity, touching on all four points.

Present: Amy Crompton (Chair), Louise Hussey (EHT), Liz Davy (LT HoS), Pippa Warner (SC HoS), Joy McSmythurs, Naomi Smith, Jade Weston, Martin Hampton.

Apologies: Emma Bending, Sally Powell, Natalie Pankhurst, Toby Lee.

In Attendance: Gemma Peacock (Trust Governance Officer), Ann Cullum (Local Governance Officer).

2. Opening Prayer

The Chair opened the meeting with a prayer by the Reverend Jane.

3. Declarations of Interest relevant to this agenda

JM advised an amendment to her Pecuniary Interests; the other governors confirmed no change in their pecuniary interests and there were no other declarations relevant to this meeting.

4. Governor News

AC advised that Toni Martin (previous Trust Governance Officer) has now left the Trust and her replacement is Gemma Peacock who is attending this meeting.

5. Confirm Minutes of LGB Autumn Meeting (19th November 2025) and Matters Arising (Chair)

The governors agreed to accept the minutes as a true and accurate record of the last meeting and the Chair signed a copy.

- **TL has contacts with 'KICK' (who offer mentoring and sports coaching in schools). TL was going to enquire if they may be interested in helping to set up P.E. resources (TL) - carry forward due to TL's absence**
- Governors EB, ACr, JW and Director Gill Shippides attended the Christmas lunch and nativity performances at the schools to raise their profile with parents.
- Monitoring Visits and Working Party – see item 18
- Governor Training – see item 18.

6. Management of Top 3 Risks

LT

1. Finance

SC

1. Finance

Is there a 20% reduction in the schools' budgets because we have lost a day of the EHT while she is in Central Office. LH feels that she isn't neglecting either school and the work that she does is beneficial to both schools, in particular the workload reduction she has secured for teachers.

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|-----------------------|---|
| 2. Staffing | 2. Falling Standards |
| 3. Falling Standards. | 3. Staffing – cover for long term absences. |

7. Confidential Matters

None.

8. Head's Report

The Heads' Reports have been made available to all governors. Key Points were raised and queried.

How confident are we that the schools' vision and ethos is being carried out into the community. LD puts all school events on Facebook and LH does the same for St Catherine's. Items go into the schools' newsletters. When we have events in the Launceston Square these are promoted in the town hall and other local places. We will soon be spreading our vision wider as our children will be making bookmarks with positive messages to leave at the local Libraries which is a practical way of sharing the vision. The lived experience is hopefully being conveyed by the good behaviour of the children on school visits. We are also sponsoring a child in Uganda which is spreading our vision even further. The schools have a very good reputation externally which is rewarding. Both schools work with Care home patients.

Can you explain about Oracy please and how it is progressing? We've been running Oracy at St Catherine's for a couple of years now; there has been a definite drop in children's speech & language ability since covid. We have been looking at ways to improve children's Oracy through staff meetings and we had Oracy training at our INSET day. The children aren't specifically being tested but there is now planned and intentional work to support children developing both vocabulary and the skills of oracy. For example, as we have always done 'Partner Talk' this has been developed to enrich what the children already knew and practised. We use WellComms to test then target to improve the children's vocabulary.

Regarding the current Year 6, how are the preparations for the current SATs? Our figures are improving at St Catherine's, which is good as we have four SEN children in year 6. Lew Trenchard's figures are unlikely to improve - there are seven pupils; six are Inwardly Mobile and four of the seven have SEND. We have good systems in place to assess improvement. We have high aspirations but we are limited by our lack of funding. External referrals do take too long and lack of response from both County Councils is very frustrating.

Will the anti-racism unit at St Catherine's be for all year groups? No, just for year 6 but it is covered in different ways through the school. This is quite a mature unit so mainly appropriate to year 6. LH is currently looking at asking County to recommend a professional who could run a day workshop on this subject. **Would it be possible to tie this in with Oracy to use as a 'debate'?** Yes, we use Picture News which encourages debates and the respectful way to behave during discussions and differences in opinions. **Are global topics included?** Yes, these are appropriately used within collective worship, which has proved very reassuring for the children, particularly with respect to the current conflict in the Middle East. **Does this link to Christian worship?** Yes it does – they provide a Christian Worship version of the assembly every week.

9. Improvement Plan & Data Analysis

This was covered at the Working Group and LH's notes have been shared with all governors. **How do the Trust's Improvement Officers support the schools?** There are two Trust Improvement Officers - Neil Swait (who is also an Ofsted Inspector) regularly visits both schools and undertakes 'Improvement Visits' and we also have Deborah Saunders who supports with schools on any identified areas of improvement. **How has low level behaviour identified in Ofsted been addressed?** LH, NS and DS have done many learning walks on Core 10. (Core 10 is an educational tool that supports consistent behaviours that promote focus and learning, supporting the provision of a high-quality education that meets their individual needs.) We will be providing training for HLTAs to follow the systems consistently next.

LH has attended many training sessions and meetings regarding forthcoming changes in SEND provision and she is collating information and preparing CPD for this. The workload of the SENCo is expected to increase as SEN children will now need an ISP (Independent Specialist provision). This is causing additional anxiety around funding.

10. Review Vision/Ethos

LH is happy about how both schools are moving with the vision and ethos. Children display the vision and ethos even outside of the school which is very encouraging. Vision is well prepared. Bishop James from Plymouth was very impressed when he visited Lew Trenchard.

11. SIAMS

We are still waiting for the SIAMS inspection. **Will you get sufficient notice of their inspection?** We get 5 days' notice.

12. Safeguarding

ACr has checked the Safeguarding Audit Action Plan and there were no concerns. **The SCR will be checked next term.**

13. SEND

Tracey Laithwaite (Trust SENCo) has visited the schools. Funding is a concern. An application was made to be considered for funding for an 'Inclusion Class' for children with complex needs to use when the national curriculum isn't meeting their needs. This could be used to support children with complex needs to lessen dysregulation and the impact on other children. We need to make sure all our children are getting the right education. We have written and submitted a Business Plan for this.

14. Attendance

Both schools are in-line with the national average. PW reported that persistent absences have improved and she paid credit to St Catherine's staff for their resilience and encouragement. LD reported that attendance had also improved at Lew Trenchard. LH attended a new government Attendance Conference, which showed that the national figure decreases vastly in year 7.

15. EYFS statutory framework

There is a big focus on EYFS for Ofsted. LH has attended training and has subsequently trained Trust staff accordingly. The training was updating how expectations have changed.

16. Pre-Schools

Both Pre-Schools are going well with no concerns.

17. Compliance

LH has checked Cyber Security and GDPR and all is well. There is a new Health & Safety policy so we will re-do our fire risk assessments and train staff accordingly.

18. Governor Monitoring and Training

Governor Training

ACr – Safer Recruitment 11/11/25.

All governors confirmed that they have received and read the ADMAT Termly Safeguarding Update as part of their ongoing Safeguarding training – including last term's Update.

Governor Training outstanding – to be completed as soon as possible

JM to complete GDPR Refresher training

JM, NP to complete Cyber Security training

NS to complete Local Governance training.

KCSiE updated training is required by EB, JM, MH, TL, NS, NP, JW.

Skills Audits required from MH, TL.

Governors to Email copies of training certificates to AC so that records can be updated.

Monitoring and Working Groups

- Improvement Plan review (LH) – completed – Working Group notes made available to all governors
- Website compliance / On-line safety (NS/SC)
- **PPG impact and provision for this year (TL) – carry forward – LD to speak to TL**
- **PE impact and provision for this year (MH) – carry forward – LD to speak to MH**
- **Curriculum (JW) carry forward**
- **EYFS (NP) - carry forward**
- **SEND (EB) - EB will be meeting Tracy Laithwaite -carry forward**
- Safeguarding (ACr) – completed – see item 12.

Monitoring and Working Groups for next term

- **Improvement Plan review (Working Group)**
- **Next likely Improvement Plan priorities (ACr/LH)**
- **PPG impact and provision for next year – MOVE TO AUTUMN TERM**
- **PE impact and provision for next year - MOVE TO AUTUMN TERM**
- **Safeguarding (ACr).**

New Monitoring Timetable pro forma

Update and feedback on the use of this new form to collate all the monitoring visits together in the same place before the LGB meetings. **All governors to send a summary of their visits to ACr/LH for inclusion.**

The Governors' Networking Meeting is planned for 11th May, 5-7pm at St Catherine's School. The CEO will talk about the recent Ofsted changes and the new 'Government White Paper' for Schools. It is hoped all governors will attend.

Chair's Meeting with CEO

The Chair's Report has been made available to all governors. The heating at Lew Trenchard has been a concern for four years; it is not working at all now and the boiler has been condemned. This is the second year the school has been without any heating, despite submitting three CIF bids which have all been rejected. Another bid has been submitted. **If you are heating the school with bottled gas heaters and fan heaters, is the utility bill not ridiculously high?** Actually, no; we have a tight rein on the budget and both schools are in credit with the budget. **Have you had a company in to assess the heating situation?** Yes, Kendal Scott have assessed and reported on the situation. **JM offered to look further into the heating situation in connection with renewable energy options offered by the Diocese.**

19. Climate Change & Sustainability and A.I.

JM volunteered to take on the role of Climate Change Sustainability Governor, which will include the schools' A.I. strategy. (A.I. is linked to this because A.I. is considered to be sustainable).

We are constantly looking at ways to improve sustainability. Pupils are meeting online to talk about this. St Catherine's went to Truro Diocese to discuss their sustainability projects. LH is on the Trust Sustainability Working Party.

Update from Gill Shippies regarding the Sustainability Centre is that there is an Action Plan which includes Sustainability in the curriculum.

The Trust has an A.I. policy for all its schools.

20. Trust PR Strategy Guidance

Governors are requested to familiarise themselves with this document and bring PR ideas to the next meeting – this is ongoing. LH is promoting the Trust at all the meetings she attends and is on the Board of Directors for Cornwall Primary Heads, the Centres for Excellence and many others. We were mentioned at national level by Lee Moscato from Truro Diocese. LH attended an online meeting with Margaret James (recently appointed National Lead for SIAMS) who raised the Trust and its schools at national level, and the schools were also mentioned to Bridget Phillipson (Secretary of State for Education). **Do all governors know what ‘An Daras’ means?** Most of the governors knew that it means ‘The Gateway’ or ‘The Portal’ which is a good way to promote the Trust as the doorway to education. **Can we look at some of the work which was done with ‘Roots and Shoots’?** **Yes, we can.**

21. Statutory Policies

St Catherine’s Accessibility Plan/Policy and PHSE Policy are due for approval at the next meeting. The PHSE policy is being completely reviewed in September so this will need to be approved at the Autumn LGB Meeting.

Safeguarding and SEND Policies are due for review at the next LGB meeting so that they can be published on the schools’ websites for September.

All schools are reminded that all policies should be dated in the title and on the policy document.

22. Any Other Business

JM suggested that we share the ‘40 Acts of Kindness’ being shared at Lew Trenchard during Lent, as the children have been very pro-active with this. LD has shared this in the Gateway article.

ACr gave advance notice that she will be stepping down as Chair at the next meeting but will stay on as a Governor. EB (Vice Chair) agreed to take over as Chair and the governors were happy with this.

23. Date of Next Meeting

The date of the next meeting is Wednesday 24th June 2026, 12 noon at Central Office.

The meeting closed at 1.50pm.

Ann Cullum

Local Governance Officer

Distribution List:

Amy Crompton	– Chair & Parent Governor	Jo Callow	– Trust CEO
Joy McSmythurs	– Foundation Governor	Jon Sharpe	– Chair of Trust Board
Natalie Pankhurst	– Parent Governor	Louise Hussey	– Executive Head Teacher
Naomi Smith	– Co-opted Governor	Liz Davy	– Head of LT School (Ex Officio)
Emma Bending	– Co-opted Governor	Pippa Warner	– Head of SC School (Ex Officio)
Sally Powell	– Staff Governor		
Martin Hampton	– Parent Governor		
Toby Lee	– Foundation Governor		
Jade Weston	– Co-opted Governor		