



## The Vineyard School Governing Body

### Minutes of the Full Governing Body Extraordinary Meeting held on 4 June 2025 at 12:30 pm remotely

#### Governors present:

	Antony Cook, Chair	AC			Frances Bracegirdle, Headteacher	FB
	Firas Ali	FA		#	Zahra Alomani	ZA
	Fliss Buckles	BK			Anthony Choi	ASC
	Gerald Lee	GL			Lizzie Lee	LL
#	Kirsty MacEachen, Vice-Chair	KM		#	Grayson O'Reilly	GO
	Amy Reilly	AR			Philippe Tapernoux	PT
#	Tom Way	TW				

# denotes absent

#### In attendance:

	Georgie Daborn, Associate Governor	GD		#	Amanda Horton-Mastin, Associate Governor	AHM
	Nicola Rossington, Associate Governor	NR			Svetlana Koksharova, SBM	SK
	Liz Annesley, Clerk	LA				

Item		Action
1	<p><b>Welcome and apologies for absence</b></p> <p>Everyone was welcomed to the meeting and Gerald Lee, a newly elected parent governor, briefly introduced himself.</p> <p>Apologies were received and accepted from Zahra Alomani, Kirsty MacEachen, Grayson O'Reilly and Tom Way.</p> <p>This was a single item agenda and these minutes sit outside the normal flow of governor business.</p> <p>The meeting was quorate.</p>	
2	<p><b>Declaration of Interests</b></p> <p>There were no interests declared in relation to the set agenda.</p>	
3	<p><b>Governor appointments</b></p> <p>It was noted that parent governor elections had been held in school and Gerald Lee and Grayson O'Reilly had been elected governors.</p> <p>Gerald Lee</p> <p style="padding-left: 20px;">Date of appointment: 1 June 2025</p> <p style="padding-left: 20px;">Term of office: 4 years</p> <p style="padding-left: 20px;">Category: Parent Governor</p>	



	<p>Grayson O'Reilly  Date of appointment: 1 June 2025  Term of office: 4 years  Category: Parent Governor</p> <p>GO was unable to attend the meeting at short notice but GL was.</p>	
4	<p><b>Final budget 2025-26 and next 2 years</b></p> <p>The budget had been extensively discussed within the Resources Committee and the Resources Committee recommended that the Governing Board approve the final budget for 2025-26 and the next 2 years. It was noted that although the final budget forecasts a large in-year deficit this will not take the school into overall deficit in 2025-26. PT, finance link governor, highlighted the main points around the budget:</p> <ul style="list-style-type: none"> <li>• 2024/25 results were much better than expected, allowing to budget 2025/26 without the threat of a deficit recovery plan in the short term;</li> <li>• We do not expect a repeat of this performance in 2025/26 – the improved 2024/25 benefited from extraordinary circumstances;</li> <li>• Part of the deficit is caused by the SRP – school management is putting pressure on AfC to remedy this;</li> <li>• The deficit is purely caused by classes not being full. With full classes, the school would balance its budget;</li> <li>• Various further opportunities and risks exist but their impact is marginal compared to classes not being full.</li> </ul> <p>The school is looking at other measures to reduce costs for 2026-27 and beyond and these are ongoing.</p> <p><b>Q: Are there any major changes in the budget compared to last year? If so, how do these help advance the school's strategic priorities?</b></p> <p>There are several changes that reflect the school's strategic priorities. The budget for 2025-26 assumes an increase in FoV donations following promotion of the fund this year. We hope we have promoted the fund to generate a new higher base level of donations. There is also a significant increase in income and expenditure from the launch of our own extended school provision. Taking this provision in-house allows us to offer greater flexibility for parents, improve the offering and generate some additional income for the school. This is priority 3 under Leadership and Management in the School Development Plan.</p> <p>Quality of Education is always a school priority. We have supported this by increasing the ratio of teachers to support staff within a restricted budget. Learning resources costs have increased with the introduction of an additional residential trip to broaden children's learning experiences and personal development.</p> <p><b>Q: What impact will the recently announced teachers pay award have on the outturn for the budget for 2025-26?</b></p> <p>Of the 4% pay award announced, 1.7% will be covered by additional funding (around £20k for teachers), 1.3% is covered from a grant previously awarded to schools to include payment for the NI increase and 1% needs to be found from school budgets. Our budget had assumed that 1% of the pay increase would not be funded so the impact will be minimal. The same is true for the support staff increase of 3.2%.</p> <p><b>Q: What impact will Richmond's new SEND banding funding have on the budget? What does this mean for SEND support staff?</b></p> <p>The new SEND banding funding will only affect new EHCPs and funding for existing plans will remain the same. Within the SRP the new banding will come into effect from September 2026.</p>	



	<p>The new SEND banding will require a new way of working for support staff and AfC have already held two training sessions on this for support staff. Our SENCOs are looking at each EHCP and mapping them into the new provision. We expect a draft version of their plans at the end of June.</p> <p><b>Q: How will the shift to 2-form entry for Reception affect the budget?</b> It is only the Reception year group that is likely to go to 2-form entry from September 2025. This should produce around £36k in savings (already reflected in the budget) but the actual saving may be slightly more. The current reception (which will be Y1 from September 2025) is capped and may have the potential to go to 2-form later in the next academic year.</p> <p><b>Q: What is the impact of the parental school meal contribution on the catering budget?</b> We have received payments from 189 families so far, equal to £6.6k (PPG families have not been included in this request). Only £5k is included in the budget for parental contributions to meals.</p> <p><b>Q: What is the status of the renewal of our major external contracts and how is this reflected in the budget?</b> The most substantial external contracts, for catering and cleaning services, have recently been awarded. These have both been awarded at reduced cost to the existing contracts, but only part of this is reflected in the budget. The precise expenditure projections will be reflected in the budget variances.</p> <p><b>Q: How are our proposed staffing changes reflected in the budget?</b> We have managed to make our new teacher appointments at lower pay grades than the departing staff resulting in a modest cost saving compared to budget. The support staff structure needed will be considered later this term.</p> <p><b>Q: How will the budget be shared with parents?</b> The overall budget is communicated briefly to parents in the governor report which is circulated within the school newsletter half-termly. We have already mentioned this in the May report. Specific budget items that relate to parents, such as the school meal contribution, how the £100 school trip donation is spent, are covered in the newsletter directly. We have raised the profile of school funding with parents to explain why the school asks for donations for activities.</p> <p>The governing board <b>approved</b> the budget for 2025-26 and the next two years and the papers were signed by the Chair. The budget papers should be sent to AfC.</p> <p>The meeting thanked Svetlana Koksharova for all her hard work preparing the budget and PT for his support.</p>	FB, SK
5	<p><b>AOB</b></p> <p><b>Q: How will the EDP impact on security at the school gate?</b> The gate procedures will be changed so that the front gate is locked outside school hours and parents will need to use the intercom to be admitted.</p> <p>The meeting finished at 12:55 pm.</p>	
	<p><b>Papers considered at meeting:</b></p> <p>3a Budget 2025 summary slide</p> <p>3b 3-Year Budget Plan 2025-26</p> <p>3c 250509 Resources draft minutes 9 May 25</p> <p>3d 250509 Resources draft confidential minutes 9 May 25</p>	