



Extraordinary Full Governing Body Meeting

Thursday 20 November 2025 at 4:30 pm

Via Teams

Governors Present:	Lucy Howe, Headteacher Ann Arscott, LA Governor, Chair of Governors (AA) Anne Marie Datlen, Co-opted Governor (AMD) Caroline Hubbard, Co-opted Governor (CH) Nicky Medley, Staff Governor (NM) Michael Paye, Parent Governor (MP) Paul Terris, Co-opted Governor (PT) Natasha Wooton, Co-opted Governor (NW) Glenda Thornley, Co-opted Governor (GT) Donna Neill, Co-opted Governor, (DN) Sian Winter, LA Governor (SW) Lowri D'Sa Co-opted Governor (LD)
Apologies received:	Chris Boalch, Parent Governor (CB)
In Attendance:	Tracy O'Connor, LA Clerk (TOC)

1.	Welcome, Introductions and Apologies The Chair welcomed everyone to the meeting. The meeting was quorate. Apologies were received and accepted from Chris Boalch.
2.	Revised Budget Approval Relevant documents were circulated to all members of the Full Governing Body prior to the meeting for review and consideration.

Signed:

Date:

Ann Arscott
4. Dec 2025

The revised budget must be approved by 30 November.

Infant School Budget

Adjustments were reviewed and considered sensible. A check on Service Level Agreements confirmed that some costs had increased while others had decreased. It was noted that paying an acting-up allowance as required is more cost-effective than appointing a permanent HLTA.

All other changes reflect previously discussed staffing adjustments, with staffing remaining the largest expenditure. The accompanying spreadsheet provided a detailed breakdown of expenditure.

Governors were invited to ask questions.

Q: A question was raised regarding minibus hire for sporting events and whether sports fixtures would continue?

It was confirmed that sports fixtures will continue as they form an integral part of enrichment and personal wider development.

The Governing Body is aware of the future year deficit and will take action to address it.

The Governing Body Approved the adjusted Infant School budget.

Junior School Budget


Following last year's re-structure, it was noted that despite adjustments, a substantial deficit remains, primarily due to pay rises and pay-scale changes. Staffing continues to represent the largest cost and will require further review.

Some of the increased expenditure for teachers is attributed to the 4% salary increase applied at the start of this academic year, which was not backdated but paid at the end of September. Additionally, teachers on the Upper Pay Scale (UPS) who met their targets were eligible for progression, which occurs every two years.

The school is considering reducing by a further class in September. A resignation has been received from a Teaching Assistant at the Infant School, and plans are in place to move a Junior TA across to the Infants next academic year. This measure will help reduce costs without resulting in an additional redundancy.

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It was noted that a clearer picture of the September budget will emerge after May. In accordance with the Burgundy Book, teachers can resign up to 31 May, and until then the full staffing complement for teaching staff remains uncertain.

Q: Will there be 8 classes in the Junior school next academic year?

This is highly likely.

Following the last Full Governing Body meeting, the school applied to the Office of the Schools Adjudicator with Governor permission. Approval was granted for the PAN cap for the current Year 3 cohort, which will remain at 70 for the duration of their time at the Junior School.

Q: A question was raised regarding how donations from Friends of Foxhills are factored in and whether any funds are expected this year, noting that many events are held.

It was confirmed that there is a balance maintained by the PTA, overseen by Claire and Sandy. The school can approach them for direct support for items that benefit the children. If the PTA decides to support a request, either fully or partially, they can be consulted accordingly.

Q: A question was raised regarding whether there is anything specific for the PTA to fundraise towards.

It was noted that quotes have been requested for repainting the minibus. Historically, the PTA has funded the library, purchased new books, and supported redecorating projects in both schools. It was agreed that continuing to tap into PTA funding for such initiatives is the preferred approach.

Q: A question was raised regarding the age of the minibus and whether there is a County-wide system for hire.


It was noted that it is unlikely such costs would be funded by the Local Authority. Currently, the Local Authority has been asked to fund plumbing repairs required in the Infant School toilets due to blockages, and it is hoped they will support that request.

Q: A question was raised regarding whether there is anyone in school who liaises with the Friends of Foxhills.

It was confirmed that this is an administrative role. Governors were advised that Natalie Baker from the Junior Admin Team has resigned and her role has been advertised. Part of this role will include acting as the lead between the school and the PTA.

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Q: It was noted that governors were comfortable with the current year's position, acknowledging that reserves were used to balance the budget and avoid a deficit. However, concern was expressed about future years when the financial position worsens.

The Governor asked for clarification on whether the changes implemented this year are reflected in the current budget or if they relate to the overall long-term strategy, noting that there remains a significant problem.

Despite making 8 members of staff redundant last year, significant financial challenges remain. Last year, every class was allocated a full-time Teaching Assistant, and redundancies reflected the reduced number of children and classes, meaning that level of staffing was no longer required.

The school will need to consider how to proceed going forward. The Infant School is in a slightly better position for the next year and a half, whereas the Junior School continues to face greater financial pressure

Q: A question was raised regarding the Local Authority's position and whether they would expect a plan to support a negative forecast.

It was confirmed that the Local Authority expects schools to avoid approving deficit budgets and to have clear plans in place for recovery. They will expect the school to move out of deficit over time.

It was noted that having full-time Teaching Assistants in every class is unusual, although Teaching Assistants are a highly valuable resource. Operational needs will need to be reviewed, and the situation remains very challenging.

It was noted that some teachers at the Junior School are very experienced and therefore on higher salary scales.


Q: Should a plan be constructed to address the deficit?

It was confirmed that staffing will need to be reviewed. There is no formal plan yet as the academic year has only recently started. In January, the school will review pupil numbers, needs of children, and how OAP is supporting quality first teaching. In May, natural staff turnover will be considered.

Governors acknowledged that the school is moving into deficit and expect the Headteacher to present a solution during this academic year. Governors will look to approve those solutions as part of the budget revision by October 2026.

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4. Dec 2025

	<p>Q: A question was raised regarding whether there is any way the school could increase its income.</p> <p>It was confirmed that the school is funded through the National Funding Formula, which provides approximately £3,000 per pupil. The school is almost entirely reliant on this formula, as there are very few high-needs top-up funds available.</p> <p>Q: A question was raised regarding whether a reminder has been issued to parents about applying for Pupil Premium funding and whether this would help.</p> <p>It was noted that this could be done. The office staff are very familiar with the families and are well placed to support this process.</p> <p>Q: Has anyone looked at grants that may be available recently?</p> <p>It has not happened for a while. Claire/Sandie will be asked to review to see if any funding may be available.</p> <p><i>The Governing Body is aware of the future year's deficit and will take action to address it.</i></p> <p>The Governing Body Approved the adjusted Junior School budget.</p>						
3.	<p>Any Other Business</p> <p>It was highlighted that the next FGB date is the same day as a consultation meeting to discuss the New Forest Local Plan Review 2024 – 2043 which includes housing development in Knellers Lane which is close to the school.</p> <p>The Parish Council are encouraging people/residents to attend the public meeting. If they cannot attend the meeting in Colbury Hall other meetings are scheduled in Lyndhurst, Fordingbridge and Ringwood.</p> <p>Q: Is the school making representation in relation to the development?</p> <p>The Chair advised that she had contacted the County Solicitor as to how we may respond. A draft has been prepared and will be circulated to the Governors for the FGB meeting on 4th December.</p>						
4.	<p>Date of next meeting</p> <table border="1" data-bbox="231 1697 912 1776"> <thead> <tr> <th>Meeting</th> <th>Date</th> <th>Time</th> </tr> </thead> <tbody> <tr> <td>FGB</td> <td>4 December 2025</td> <td>4:30 pm</td> </tr> </tbody> </table>	Meeting	Date	Time	FGB	4 December 2025	4:30 pm
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FGB	4 December 2025	4:30 pm					

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Ann Ascott
4. Dec 2025

	The Chair thanked everyone for attending.
	The meeting ended at 5 pm.

Roles and Responsibilities 2025/26	
Curriculum, Learning and Achievement	Donna Neill
Finance and Resources with two governors each taking responsibility for monitoring the school budgets	Natasha Wootton Sian Winter
Safeguarding Governor	Ann Arscott
Health and Safety – to be completed once a term	Michael Paye
Filtering and Monitoring	Michael Paye
SEND/Inclusion Governor/LAC	Caroline Hubbard
Development and Training Governor	Anne Marie Datlen
Termly letter to parents	Ann Arscott
Community Liaison – periodic article for Parish Magazine	Ann Arscott/Anne Marie Datlen
Staff Wellbeing Committee	Caroline Hubbard
Recruitment and Induction	Ann Arscott/Anne Marie Datlen
Website compliancy	Michael Paye
HTPM Panel	Donna Neill, Caroline Hubbard, Paul Terris
Pay Panel	Ann Arscott (Chair) Glenda Thornley, Natasha Wootton

Glossary of acronyms

EHCP- education health care plan	HLTA- higher level teaching assistant
LAC- looked after child	ECT- early career teacher
PLAC- post looked after child	SATs- standardised assessment tasks

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<p>SEND- special educational needs and disabilities</p> <p>HT- Headteacher</p> <p>DHT- deputy headteacher</p> <p>AHT- assistant headteacher</p> <p>SENDco- special educational needs co-Ordinator</p> <p>PAN- published admission numbers</p> <p>NOR- number on roll</p> <p>Revenue C/F – carry forward</p> <p>0.6- 3 days a week</p> <p>0.4- 2 days a week</p>	<p>Burgundy book- The Burgundy Book is a national agreement between the five teacher unions and the national employers (NEOST). A handbook setting out the conditions of service for schoolteachers in England and Wales</p> <p>EYFS- Early years foundation stage (children aged 4-5)</p> <p>RE- religious education</p> <p>ELSA- emotional literacy support assistant</p> <p>TLRs- teaching and learning leaders</p> <p><u>SWOT – Strengths, weaknesses, opportunities, threats</u></p> <p><u>TTRS – Times Table Rock Stars</u></p>
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Signed:

Date:

Mr Ascott
4. Dec 2025