



An Daras Trust  
Igniting Curiosity Growing Capabilities

Princetown Primary School

Tavistock Road  
Princetown  
Yelverton  
Devon PL20 6QE  
Tel: 01822 890245

Head Teacher: Josh Bullock

Chair of Governors: Sheila Manning, [smanning@andas.org](mailto:smanning@andas.org)

6/10/25

## MINUTES

### Extra-Ordinary Meeting Autumn 2025

### Local Governing Board; Princetown School

### Monday 6<sup>th</sup> October 2025, 9.30am at the School

#### 1. Welcome and Apologies

**Present:** Sheila Manning (Chair), Josh Bullock (Acting HT), Laura Taverner, Sam Piper,

**Apologies:** Laura Tabb

**Absent:** Jonathan Tabb

**In Attendance:** Ann Cullum (Local Governance Officer).

#### 2. Declarations of Interest Relevant to this Agenda

No declarations relevant to this meeting.

#### 3. Governors

The governors agreed to re-appoint Gary Manning as a Co-opted Governor and he agreed to share the SEND and Safeguarding Governor roles with LET. **AC will email LET to check that this is agreeable to her. GM will make an appointment to meet with JB.** SP agreed to cover P.E. PPG is not covered at the moment.

#### Update on progress to find more governors

LT will speak to one of the parents who showed an interest. SM has posters to distribute.

**LET (Laura Tabb) to ask at Tavistock Enterprise Hub if anyone is interested in becoming a Co-opted Governor - carry forward.**

#### 4. Confirm Minutes of Summer LGB Meeting (27<sup>th</sup> June 2025) and Matters Arising

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

#### 5. Confidential Matters

JB shared confidential behaviour problems of a few children, which are impacting on staff welfare. These are recorded separately in Confidential Minutes.

#### 6. Monitoring Visits and Governor Training

##### Monitoring Visits

- **The full review of the SCR is still outstanding - scheduled for next week, carry forward**
- **PPG impact and provision for next year (SM/JB/SP) – SP did meet with EB but will meet with JB and send in a report - carry forward**
- Curriculum (SM/EB/JT) - SM met with JB last term and they will meet again when the government curriculum update is received – completed for now
- EYFS (JB) – completed, this is a strong cohort
- **Improvement Plan review (JB/JT) - carry forward**
- **Next likely Improvement Plan priorities (JB/JT) - carry forward.**

##### Monitoring and Working Groups for this term

- Improvement Plan Priorities Confirmation (JB)

- Curriculum (SM/JB)
- Risk analysis to ascertain current top 3 risks (Chair/JB)
- Safeguarding (LET)
- SEND (LET).

#### Governor Training

No recent updates.

Governor Training Overdue – to be completed as soon as possible

**SP to complete Prevent training as soon as possible.**

**SP, LET, JT to complete a Local Governance course and Cyber Security training as soon as possible.**

**Skills Audits required from SP, LET, JT. As this year's Skills Audits will be sent out next term, the Skills Audits for last year will still be required for the records.**

#### 7. **Trust PR Strategy Guidance**

**Governors were requested to familiarise themselves with this document and bring ideas to the next meeting - ongoing.**

#### 8. **Policies for Renewal**

**The School SEND policy is due for approval this term so that it can be published on the school website. JB will personalise the Trust generic SEND policy then forward to governors - carry forward.**

**The Behaviour Policy is being reviewed and should be approved at the next meeting - carry forward.**

**The Trust Safeguarding Policy will be reviewed and revised in the Autumn term. At the next LGB meeting the governors will need to acknowledge that they are familiar and happy with the school version of this policy - carry forward.**

**The next school Admissions Policy will be produced in the Autumn term. The governors will need to review this as part of the consultation process at the next LGB meeting - carry forward.**

The 2025-26 Meeting Schedule is now available for governors to review and save the dates.

#### 9. **Any Other Business**

(Brief matters for notification only)

#### 10. **Date of Next Meeting**

The date of the next meeting is provisionally **Thursday 27<sup>th</sup> November 2025 at 3.15pm.**

The meeting closed at \*\*

**Ann Cullum**

**Local Governance Officer**

#### **Distribution List:**

Sheila Manning	– Chair/Co-opted Governor	Jo Callow	– CEO
Sam Piper	– Parent Governor	Steve Tavener	– Chair, Trust Board
Laura Tabb	– Co-opted Governor		
Jonathan Tabb	– Co-opted Governor		
Laura Taverner	– Staff Governor		
Gary Manning	– Co-opted Governor		