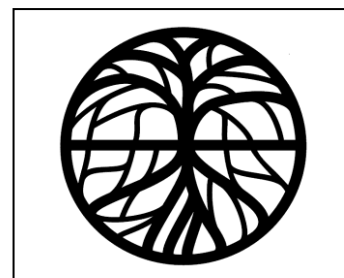


Bottisham Village College Governing Body Meeting Minutes



24th November 2025 at 6.00pm at the college

Governors Present: Alison Brolly (ABr) Chair
Chris Childs (CC)
Lis Close (LC)
Louise Pinny (LP)
Jenny Rankine (JR)
Ali Riddell (AR)
Alan Sharp (AS)
Layla Skinns (LS)
Neil Winkcup (NW)

Apologies: Andy Barrett (AB)
Simon Deacon (SD)
Ben Kingsley (BK)

In Attendance: Ed Compton (EC)
Dominic Fullman (DF)
Stuart Hales (SH) Clerk

Refer to separate document titled 'BVC – CONFIDENTIAL Meeting Minutes – 24.11.25'

Action Log			
ITEM	ACTION	DEADLINE	RESPONSIBILITY
3.	All 'non-staff' governors to confirm they had read KCSiE: 2025 (Parts 1 and 2) to SH, to allow him to update governor training records KCSiE: 2025	30.11.25	Non-staff govs
3.	SD and LP to confirm they had completed four mandatory training modules and forward relevant certificates to SH for his records (governors would be welcome to forward certificates from similar training completed within another educational setting)	30.11.25	SD,LP
3.	SH forwarded link to Prevent training to governors to complete the Prevent Awareness course and forward a certificate to him to allow governor training records to be updated on 26.11.25	30.11.25	AB,ABr,CC, SD,AR,AS and LS
4.	All governors welcome to join governors working group visit on 08.12.25 between 1.30-3.00pm	30.11.25	All
4.	SH asked central team on 26.11.25 to confirm the focus of the link meeting on 09.12.25 to allow governors to decide the most appropriate person to attend	30.11.25	Central Team
10.	Attendance Policy to be taken to LGB on 26.01.25 for approval	19.01.26	JR,SH

	ITEM	ACTION
1.	Apologies	
	ABr welcomed all to the meeting.	
	Apologies were received from AB, SD and BK which were accepted by	

	governors. Sime Serge (SS) had stepped from being a governor since the previous LGB and on behalf of governors ABr wished him all the best for the future.	
2.	Declarations of Interest	
	There were no declarations for any item on the agenda.	
3.	Minutes of Last Meeting (07.10.25) and Matters Arising	
	<p>The minutes had been circulated in advance of the meeting, and the paper version of the minutes were signed by the Chair.</p> <p>Item 3 – It was agreed to carry over the action for all ‘non-staff’ governors to confirm they had read KCSiE: 2025 (Parts 1 and 2) to SH, to allow him to update governor training records. Action: All ‘non-staff’ governors to confirm they had read KCSiE: 2025 (Parts 1 and 2) to SH, to allow him to update governor training records KCSiE: 2025</p> <p>Item 3 – It was agreed LC and CC would have completed safeguarding training within their professional positions.</p> <p>Item 3 – A separate document titled ‘Safeguarding Checklist for Governors Visits’ was distributed prior to the meeting.</p> <p>Item 3 – A separate document titled ‘Safeguarding Executive Summary 2025-2026’ was distributed prior to the meeting.</p> <p>Item 4 – It was agreed to carry-over the action for SD and LP to confirm they had completed four mandatory training modules and forward relevant certificates to SH for his records (governors would be welcome to forward certificates from similar training completed within another educational setting) Action: SD and LP to confirm they had completed four mandatory training modules and forward relevant certificates to SH for his records (governors would be welcome to forward certificates from similar training completed within another educational setting)</p> <p>Item 5 – ABr asked if any governor would be happy to share the safeguarding link role for 2025-26? Action: AR agreed to be linked to safeguarding with ABr for 2025-26 Post Meeting Note: SH informed the central team safeguarding link role would be shared for 2025-26 on 26.11.25</p> <p>JR advised the college was progressing the Kite Trust Award to support LGBTQ+ and asked AR if she would also be happy to be linked to this? Action: AR agreed to be linked to Kite Trust Award submission</p> <p>Item 10 – Governors were asked to complete Prevent training and forward a certificate to SH to allow him to update governors training records (DF emailed a link to the training to SH, to forward to governors) Post Meeting Note: SH forwarded link to Prevent training to governors to complete the Prevent Awareness course and forward a certificate to him to allow governor training records to be updated on 26.11.25</p>	<p>Non-staff govs</p> <p>SD,LP</p> <p>AB,ABr, CC,SD, AR,AS and LS</p>

	It was agreed all other actions had either been completed or would be discussed during the meeting.	
4.	Chairs Report	
	<p><u>Anolian Learning Governance Update</u> <u>Verbal report from:-</u> Safeguarding on 11 November – ABr advised the meeting had focused on an introduction for governors new to the role and there would be further meetings on Tuesday 10 February and Wednesday 13 May 2026.</p> <p>AGF on 17 November – AS had been unable to attend and ABr had requested the paperwork used within the meeting.</p> <p><u>For Info: Trust Meetings</u> Govs Working Group Party – The next visit would be on Monday 08 December between 1.30-3.00pm and six governors indicated they planned to attend. Suggestions as to what the visit would focus on were made at the end of the meeting. Action: All governors welcome to join governors working group visit on 08.12.25 between 1.30-3.00pm</p> <p>Inclusion – Tuesday 09 December – It was noted BK was SEND link governor and SH would ask the central team as to the focus of the meeting to allow the LGB to ascertain who would be the most appropriate governor to attend. Post Meeting Note: SH asked central team on 26.11.25 to confirm the focus of the link meeting on 09.12.25 to allow governors to decide the most appropriate person to attend</p>	<p style="text-align: center;">All</p> <p style="text-align: center;">Central Team</p>
5.	Principals Report	
	<p>The principals report was distributed prior to the meeting which JR then proceeded to go through;-</p> <p>Suspensions – JR advised whilst behaviours were generally better around the college, further to the presented data she noted as the college was still having a firm line on bullying and continual defiance once in the reflection space, there had been four further suspensions the same day.</p> <p>Current Figures for September 2026 – JR advised from a PAN of 300, the number of students who had indicated the college as their first choice to start in 2026-27, which continued to be lower than in previous years - the central team had suggested this was a concern in other trust schools and also a wider national concern. The college had applied for a temporary PAN of 240 for Yr8 in 2026-27 to assist with managing expenditure – the local authorities admissions team had requested the college progress the request in the summer term 2026 (a temporary reduced PAN for Yr7 would also be considered for next year).</p> <p>There was a significant deficit to the colleges budget and EC and herself would meet next week to model differing financial scenarios.</p> <p>Future Leavers Confirmed for Christmas – JR advised the equivalent of 2.5 teachers would leave at the end of the autumn term and due to the</p>	

	<p>college having a deficit budget, it was unable to recruit for permanent staff and was using supply cover.</p> <p>A governor queried if it was a long term supply? JR advised it was for three teachers for two terms.</p> <p>A governor queried if teaching resources could be shared within the trust? JR advised this was one option which was being considered to prevent the need for a further staff restructuring, although it was noted schools within Anglian Learning were often some distance from each other.</p> <p style="text-align: center;"><u>Refer to separate document titled 'BVC – CONFIDENTIAL Meeting Minutes – 24.11.25'</u></p> <p>Enrichment Update – JR advised the college would welcome governors to attend a student production on either 9-11 December.</p> <p>BVC Improvement Priority Update (October 2025) – A separate document was shared at the meeting which had been distributed to parents.</p> <p>A governor queried if there had been any parental feedback both from the document and also the recent SEND event at the college? JR noted Mrs Street had commented the event had been positive.</p>	
6.	<p>College Improvement Plan (autumn term progress) to include Year 11 Mock Exam Data</p>	
	<p>College Improvement Plan – A separate document titled 'CIP Progress LGB November 2025' was distributed prior to the meeting which EC proceeded to go through in detail.</p> <p>Two further documents titled 'BVC CIP 2025 for Ed Update Section' and 'Faculty Excellence Framework for Ed Section' were also distributed prior to the meeting.</p> <p>A governor queried if the documents would be shared with Ofsted during an inspection? EC advised the documents would assist with the CLT having robust conversations with inspectors.</p> <p>A governor queried the introduction of 'nominees' within the new Ofsted inspection framework? JR advised of the intended purpose of the role, which would likely be the director of secondary education (there would also be other members of the central team present during an inspection).</p> <p>A governor queried staff views on the presented QA procedures? LP advised the introduction of the assessment form as having been positive and she would share the findings from the form with other staff in her department (it was suggested some staff were unsure as to the reasoning why the CLT may be present in a class).</p> <p>Year 11 Mock Exam Data – A separate document titled 'Year 11 Progress Update' was distributed prior to the meeting which DF proceeded to go through in detail, noting areas of strength and others of concern. Targets for 2025-26 were based on the FFT5 (Family Fisher Trust) and not FFT 20.</p> <p>DF advised when the CLT considered the QofE was appropriate around the college, there would be a consideration interventions would no longer be required (there was a need to identify interventions whilst students were in KS3 where possible).</p> <p>A governor queried if interventions were generally to support maths and English? DF advised they were as well as science, as the Head of Science was part of the raising attainment team.</p>	

	A governor queried if by addressing interventions for maths and English would in turn have a positive effect for other subjects? DF advised of the importance of there being robust assessments in place for maths and English in KS3.	
7.	Reading Strategy – Success and Next Steps	
	A separate document titled ‘Reading Strategy Update for November LGB’ was distributed prior to the meeting which EC proceeded to go through in detail. Reading (06.10.25) – A separate document was distributed prior to the meeting, which LC briefly went through.	
8.	Outcomes of Trust SEND Review and Safeguarding Audit/ Attendance	
	Trust SEND Review – A separate document titled ‘SEND Peer Review Model for Anglian Learning v3 2025’ was distributed prior to the meeting. Safeguarding Audit/ Attendance – A separate document titled ‘BVC Safeguarding Audit October 2025 Final’ was distributed prior to the meeting. JR noted both audits had been positive and the safeguarding visit had followed the new Ofsted safeguarding proforma.	
9.	Governor Visits	
	SEND (10.10.25) – A separate document was distributed prior to the meeting.	
10.	Policies	
	AL Managing Medical Needs and First Aid – A separate document was distributed prior to the meeting. A governor suggested a section towards the end of the policy was more related to work based issues and was it correct it be included in the policy - she would raise this separately with JR. Mental Health and Wellbeing (draft) – A separate document was distributed prior to the meeting. SEND – A separate document was distributed prior to the meeting. SEND Information Report 2025-26 – A separate document was distributed prior to the meeting. Action: Governors unanimously approved all four policies Action: Attendance Policy to be taken to LGB on 26.01.25 for approval JR advised the Relationships&Sex Education Policy would be updated after staff training around updated guidance from September 2026.	JR,SH
11.	Governor Training	
	SH reminded governors to please inform him of any training completed, to allow him to update governor training records.	
12.	Date time and venue of next meeting	
	LGB3 – Monday 26 January 2026 at 6.00pm Meeting closed at 7.40pm	