



**GLEBE PRIMARY SCHOOL**

**Minutes of the Full Governing Body Meeting  
Glebe Primary School, Sussex Road, Ickenham  
3<sup>rd</sup> July 2025 – 18:30pm**

Mr J Buckingham (Chair)  
Mrs P Swindells (Vice Chair)

Mrs M Penney (ex-officio)  
Miss J Brown  
Mrs J Campbell  
Mrs R Collins  
Ms L Dwyer  
Miss J Griffiths  
Mr L Vandorpe

Mr P Niznik  
Mr R Purewal \*  
Miss H Imane  
Mr S Youens  
Mr T Sheldon  
Mrs D Georgiou

\* Denotes apologies received    ^ Denotes associate member  
+ Denotes member absent        ~ Denotes member late

Action

4272	<b>Apologies</b> Rav Purewal	Chair
4273	<b>Single Central Register</b> Checked and signed by Chair.	Chair
4274	<b>Approval of minutes from the last meeting</b> Minutes from previous meeting approved and signed.	Chair/Clerk
4275	<b>Matters Arising</b> None	Chair
4276	<b>Matters for AOB</b> LA Governor - Terms of Office Governor Recognition Award Link Governors/Adopted Governors Visit forms Parking permits	Chair/Clerk
4277	<p><b>Head Teacher's Report</b> – distributed via email prior to meeting.</p> <p>Phonics and Multiplication Tables Checks results sent to all Governors.</p> <p><b>Richard Woodfinn's Visit</b> He was very happy with the school and how engaged the children were. He loved OPAL and would like to come again next year to see how advanced it will be and to see the impact inside as well as outside. His feedback was that we should collaborate with other schools to externally moderate. (Full feedback will be sent to all Governors). MP has emailed Headteacher's at Ladybanks and Deansefield, similar size school and intake of children, to get together. He wanted us to ensure that the working walls were consistently effective. He said that it was an amazing school. MP will support the Subject Leads that were new to posts to build confidence in answering deep dive questions.</p> <p><b>Advert</b> The advert outside ASDA is now live and it will be up for a year.</p> <p><b>Voluntary I-way system</b> MP had a meeting with a parent who works for the Local Authority as the School Travel and Road Safety person on potentially rolling out a voluntary I-way system on Sussex Road.</p> <p><b>Will the Residents be involved?</b> Yes, we will contact them and the parents.</p>	MP

	<p>Shaakira (Pupil Voice and Pupil Leadership Lead) and Tofsira (Geography and Eco Lead) will be working with pupils to drive this forward. Children will design flyers to post to local residents alerting them to the change and asking them to support it and design posters to advertise the voluntary I-way system for parents. By having pupil voice behind this, it may make the parents and residents think twice about how they are driving in the surrounding roads and will back this voluntary system.</p> <p><b>Will the I-way system be timed?</b> No, it will be for all the time. Hayes Park have a voluntary I-way system and MP to go to the school to see how it works.</p> <p><b>Open Stronger Family</b> <b>Open Stronger Family cases has now gone away, is that because it is resolved?</b> The Open Stronger Family cases are reducing the number of children they help now.</p> <p><b>Parent Survey</b> 'Would I recommend this school to another parent?' 99% above any other school for a recommendation is amazing and an incredible result.</p> <p><b>OPAL</b> Video shown to governors. This is something we do in assembly each week for the children. The right people are doing it and organising it, Jenny, Anita and Joe. Joe is exceptional and very popular. All children are actively engaged and enjoying it. Building stages over the summer holidays. After summer holidays hoping the taps being fixed so the children will have water play and hoping the mud kitchen will arrive. Jennifer Campbell will donate £150 from her company to OPAL. It has been revolutionary and will continue to be. Children have also given their side with what they would like and there are some good ideas there that can be taken up.</p> <p>Going to change the time of one of the C &amp; P meetings to make it so that Governors can see OPAL in action.</p>	
4278	<p><b>Finance Report</b></p> <p><b>Stationery</b> We did a Stationery amnesty and we found enough stationery that we do not have to re-order for at least another year. We also found 8,600 unused exercise books.</p> <p><b>Fire &amp; Security</b> We agreed to go with EST (who work with Vyners and had good feedback) but they then sent us a further quote which they left off the original quote, which then made them the most expensive quote. We will now be looking at Volt Fire &amp; Security. It will be for a year's contract to inspect and maintain the security.</p> <p><b>Let Income</b> Let income is up. Since April 2025 we have reconciled £2270.00 in Let income. We let the hall during the holidays to Rock Choir, High Fliers, Ickenham Youth and PSD.</p> <p><b>Governor Drop-Box</b> We have agreed to stop the subscription for the Governor Drop-Box as this was not being used.</p>	Chair/JB
4279	<p><b>Academy Status</b> None</p>	Chair/MP
4280	<p><b>Working Parties</b> We have the Curriculum and Policy meeting next week. We will be setting up the school's procurement team to meet up soon.</p>	
4281	<p><b>Governor Training</b> We have signed up for the Local Authority Training again.</p>	Chair

4282	<b>Sub committees</b> None	Chair/Vice Chair
4283	<b>Link Governors</b> PS saw the 2 English Leads – they talked about what went well over the year and what they were proud of and their plans for next year. They mentioned the excellent support by SLT and the staff as a whole.  SEN Jerushia and SRP Joe – the enthusiasm and dedication is incredible. They also mentioned the support by SLT and the staff as a whole. Talked about the successes during the year and what impact they thought they had made. Both felt they were doing the best they could, but could do even more if they were not under the constraints of Hillingdon and the cost cutting.  At the C&P meeting it was highlighted about Maths, Khaleda and Jo, and how they use creative ways to get children engaged in Maths. Year 5 interventions are getting positive results.	Chair/Vice Chair
4284	<b>Adopted Governors</b> Nothing to report	Chair
4285	<b>Any Other Business</b>  <b>LA Governor - Terms of Office</b> John’s term is coming to an end. John was asked by the Local Authority if he wishes to continue and he confirmed that it is his intention to remain as an LA Governor.  Now the Governors must discuss and decide if they wish to accept this.  The board are in full agreement that John will continue as the Local Authority Governor.  <b>Governor Recognition Award</b> Nomination - Linda Hicks retirement after 36 years at Glebe.  “The contribution you have made to Glebe over the last 36 years and the lives you have changed through the gift you have for supporting children (and colleagues) has been exceptional. Obviously, your greatest impact has been on the deaf pupils within the SRP over the years, but your support and guidance has been instrumental in the progress of all of the pupils you have engaged with.”  All Governors are happy with the Governor Recognition to go to Linda  <b>Link Governors/Adopted Governors Visit forms</b> It is really important that everybody has the opportunity to write down everything that has happened so that we have a copy of all the feedback that everybody has given.  We have two forms one for the Link Governors in one colour and one for the Adopted Governors in another colour.  Link/Adopted governors forms will get submitted to MP who will answer any queries on the form. These should be done prior to the Full Governing Body meeting and MP will collate all the information and send out alongside the headteachers report.  All Governors will have a copy of the forms to complete at any time and return to MP. Even going on a trip, you can write down what the health and safety aspects were like, and any aspects you want clarified or questions you might have or any ideas you have for any future visits or any other comments you can add these to the forms.	MP

If you can get the forms to MP before the second half of the Autumn Term, MP can collate them and get them ready for the Full Governing Body meeting in November. You can adapt the forms to suit your visit/contact with the teachers.

All Governors are in agreement.  
Copies of forms attached.

### **Parking permits**

37 people have applied for parking permits and of those 37, 34 people have got permits because they live outside 2 miles of the school.

It is based on the walking distance to the school and the reasonable cut-off is 2 miles. The last two years we have been under subscribed. Parents had 3 weeks to apply. The parking permits are not free they are £20, that's probably why the people are going for the five-minute rule where you can park your car for five minutes to drop or pick up your child. It also doesn't guarantee you a space.

"A Governor, who is wholly independent of the school, has assessed each application on the basis that the applicant's registered school address is located 2 miles or more from Glebe School. The Governor used Google Maps data to project a walking route distance to assess the "fair" distance based on the respective postcodes. All routes are amended if necessary to avoid the Hillingdon Trail, Celandine Route and Woods and other Parks that could be a safety risk to a young child when walking. Therefore, the most direct, but reasonable route, is used. In the event that the parking permits are oversubscribed, permits are allocated on a distance basis. This methodology for allocating has been consistently used since the scheme began".

### **Safeguarding Course**

Please could all respond to safeguarding course by clicking on the link below:

<https://forms.gle/wr5g2AyiGV5p4qiJ8>

### **Thank you**

As a governing body, we would like to show our appreciation to all the staff and thank you to Mel and her team. It is wonderful what everyone is doing for the school.

Thank you also to the governing body for the input this year.

### **Dates for Future Meetings**

#### **Finance**

22nd September 2025  
17th November 2025  
19th January 2026  
9th March 2026  
11th May 2026  
29th June 2026

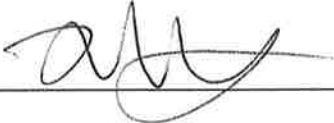
#### **Full Governors**

25th September 2025  
20th November 2025  
22nd January 2026  
12th March 2026  
14th May 2026  
2nd July 2026

Meeting closed at 7.45pm

I agree that this is a true and accurate record of the meeting dated above:

Signature:  
(Chair of Governors)

  
\_\_\_\_\_

Date:

25/9/25.  
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