



Governing Body of Sutton CofE VC Primary School.

Minutes of an Extra Ordinary Full Governing Board meeting.	Date: Tuesday 17 th June 2025. Time: 6.00pm.
Governors Present: Sarah Stant (SS- Acting Chair), Ruth Garbutt (Headteacher-HT), Rebecca Ayres (RA), Peter Townrow (PT), Associate Members Present: none Apologies: Helen Bradley, Hilary Sanderson, Ryan Storey (RS). Absent: none Clerk: David Barker. Quoracy: the meeting was quorate. This meeting was a virtual meeting.	

Agenda Item.	Minutes.	Reference.
1.	Welcome & apologies for absence/note of absenteeism	
	The Chair welcomed governors to the meeting. Apologies were provided by Helen Bradley, Hilary Sanderson and Ryan Storey which were accepted by governors.	
2.	Declaration of Interests	
	There were no interests declared.	
3.	Wrap Around provision price increase for 2025-2026.	
	Pricing for the Wrap Around provision has recently been reviewed by the Headteacher, the finance manager and governors:	GovernorHub

	• The pricing arrangements for the Wrap Around provision and Paintbox have until now been merged. • It is viewed by the Headteacher, the school's finance manager and governor involvement (RS) that it would be clearer if the pricing arrangements for these were separated. • RS had spent time with the school's finance manager concluding that budgets for the Wrap Around Provision and Paintbox were only just breaking even. • It is being proposed that prices are increased starting from January and the school would like to share this price increase as soon as possible. This would allow parents who show an interest in their child using the Wrap Around or Paintbox provision to have clarity about the pricing arrangements for these. • Pre-school fees could be increased as they need to reflect the adult/pupil ratios appropriate to under 3s and over 3s. This, however, is complicated to manage as the children move from one age-bracket to another. • There are two options: ○ One option would be to increase the overall price for the Breakfast and After School Clubs: ○ Breakfast club. a) For the under 3 age group, for those attending between 7.30am-9.00am to increase to £12.00, and for those attending between 8.00am -9.00am to £8.00. b) For the over 3 age group, for those attending between 7.30am-9.00am to increase to £8.50, and for those attending between 8.00am -9.00am to increase to £6.00. ○ After School Club. a) For the under 3 age group, for those attending between 3.00pm-4.30pm to increase to £12.00, and for those attending between 3.00-5.30pm to increase to £20.00. b) For the over 3 age group, for those attending between 3.00-4.30pm to increase to £8.50, and for those attending between 8.00am -9.00am to increase to £14.50. ○ A different option would be to increase all prices for everyone by £1.00. Question: a governor wanted to know how the increase in the charges for the first option could be explained, as these were substantial increases. Governors discussed how this increase could be explained by the rising costs of food.	
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	Question: a governor wanted to know if children in the Pre-school still receive a snack. Governors were advised that this was the case. Question: a governor wanted to know if an increase in charges by £1.00 would be sufficient. Governors were advised: ▪ That this increase would be sufficient, and the increase would not be so great and would encourage parents to send their child to the provision. ▪ That RS has completed an analysis of the options and views that the increase of £1.00 is realistic. ▪ That the costs of the Wrap Around provision are to some extent unclear as the school has only recently adopted this provision. ▪ That the proposed increase in the charges to £1.00 would mean that the provision would not run at a deficit. Decision: governors agreed that the prices for the Breakfast and After School Clubs should be increased to £1.00. • Governors discussed whether discounts to the charges for the Breakfast and After School Clubs should be applied. In the interests of sustainability, transparency and clarity it was decided to apply a 50% discount for staff working at the school and a 75% discount to the parents of Pupil Premium children. Decision: governors agreed that a 50% discount for staff working at the school and a 75% discount to the parents of Pupil Premium children should be applied. • Governors discussed whether the timings of the After School Club should be extended to 6.00pm as one parent had expressed an interest in this as an option. It was discussed that extending the timings for one family would be very costly. Decision: governors agreed to maintain the current timings of the After School Club with it finishing at 5.30pm.	
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4.	Introduction of a potential new co-opted governor to join the Board.	
	This potential governor was not available to be introduced to governor so this item will be deferred to the next meeting.	
5.	The appointment of Sarah Baugh to the T+L committee as an Associate Member. The appointment of Samantha Wallace as a co-opted governor.	
6.	Decision: governors agreed that Sarah Baugh should be appointed as Associate members to the Board for the T+L committee meetings. Decision: governors agreed that Samantha Wallace should be appointed as Associate members to the Board for the FGB meetings.	
7.	SS was thanked for stepping in as Acting Chair following with announcement of the Chair's resignation.	
	The meeting closed at 6.25pm	