

**WHITBY SCHOOL GOVERNING BOARD
FULL GOVERNING BOARD MEETING**

Minutes of the meeting held on 19 December 2025 at 12.30pm

Members Present	Richard Fluin - Chair Mark Taylor – Coopted Governor Gareth Davies – Headteacher Ian Parkin – Parent Governor Michelle Waters – Parent Governor	RF MT GD IP MW
Apologies	Jane Mortimer – Coopted Governor Dave Rae – Staff Governor	JM DR
Absent No Apologies	Philip Trumper	PT
Also In Attendance	Gary Sheen – Trust Chief Financial	GS
Name Of Clerk	Sue Low – NYC Clerk	SL
Core Functions of GB	<ul style="list-style-type: none"> • Ensure clarity of vision, ethos and strategic direction • Holding the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff • Overseeing the financial performance of the school and making sure its money is well spent. 	

Colour coding Key – Highlighting Governor Core Functions/School safeguarding focus

Green – Safeguarding challenge question

Red – Performance/Strategic/Financial challenge question

Blue – Approval/decision taken

Item (Number)	Detail	Record Actions
Welcome 1	Governors were welcomed to the meeting which commenced at 12.30pm. The meeting was held virtually.	
Apologies for Absence 2	Apologies had been received from JM and DR were consented to by governors.	
Revised budget 3	<p>The Chair explained that the purpose of the meeting was to approve the revised budget which was agreed at the Financial Committee meeting earlier in the week but needed to come to the full governing board for approval.</p> <p>GS then presented the Revised Budget and highlighted that the draft revised budget was still showing a negative balance at the end of Year 3, so a number of options were discussed. In Years 4 and 5 there are still issues of deterioration as there are smaller numbers of pupils and therefore, there is a lot of work to be done.</p> <p>GS highlighted that the revised budget now shows a small in year surplus in the current year and then goes into a deficit thereafter, but the school do have reserves to carry forward. GS continued that he has spoken with NYC who have confirmed that by submitting the budget as it is, they will not go back into financial controls.</p> <p>GovQ: Why is there a big drop off in LA funding?</p>	

	<p>GS replied that this is due to pupil numbers which are decreasing and this impacts on funding. Closing revenue reserves should be around 5% for academies.</p> <p>GovC: The figures for Sixth Form appear to be more consistent. GS agreed that they are hoping the figures for Sixth Form will increase but acknowledged that it is still not a large Sixth Form.</p> <p>GS remarked that the budget looks OK for 3 years and declines thereafter.</p> <p>GovQ: Is funding per head? GS replied that the funding received per pupil is just short of 6k and slightly less for a Sixth Form pupil.</p> <p>GovQ: Is the 5% at school level or trust level? GS replied that it will be looked at on a trust level.</p> <p>The Head remarked they have done some calculations around how a reduction in teaching time can be done through natural wastage and this will be brought to the next meeting. Other things which they are considering are reducing the use of one of the sites and how they can make the SEN department more efficient. In addition, they will look at possibly reducing the amount of Teaching Assistants.</p> <p>GovQ: Why is the SEN funding consistent for each year? The Head replied that the funding is proportionate and would agree that it is consistent for the Year 7's starting next year.</p> <p>GS explained that the current figures do not take into account any reduction in the use of sites but remarked that they will need to look at this soon.</p> <p>Governors then APPROVED the REVISED BUDGET.</p>	
Date Of Meetings 4	Date Tbc The meeting closed at 12.50pm	

Signed:.....
Chair of Governors

Dated:.....