



Meeting of:	Faringdon Community College Local Governing Committee
Meeting Location, Date & Time:	MS Teams Online - Tuesday 13th of January 2026 at 6:30pm
Chair:	Paul Ray (PR, Chair)
Clerk:	Sarah Lonorgan (SL, Clerk)
Quorum Required:	4 Quorum Met: Yes
Governors Present:	Paul Ray (PR, Chair), Jane Braddy (JBr, Co-Vice Chair) – Arrived at 18.53, Jane Hulse (JH, Co-Vice Chair), Lisa Barker (LB, Headteacher), Sarah Church (SC), Samantha Fountain (SF), Ben Henley (BH), Ann Joseph (AJ), Cheryl Lingard (CL), Kathleen Thomas (KT)
Apologies Received:	Gillian Day,
Consent to Absence:	The LGC noted Sam Gould (SG) was absent without consent
Others in Attendance:	Mark Adams (MA – left at 18.48), Maria Button (MB– left at 18.48), Paul Dipple (PD, Deputy Head), Claire Ellson(CE – arrived at 18.59 and left at 19.52), Charlotte Kitching (CK - left at 19.41), Danielle Masters (DM – left at 18.48), John Nash (JN– left at 18.48), Julia Nichols (JEN - left at 18.48), Sarah Lonorgan (SL, Clerk)

Meeting Minutes

Governor questions, challenges, and support are shown in italics.

Item #	Standing Item / Topic	Minutes	Action(s)	Who
1	Standing Item: Welcome, Apologies, Resignations, Governor Terms of Office	<ul style="list-style-type: none"> The Chair opened the meeting at 18:34 The Board noted SG was absent without apologies. The Chair welcomed all attendees; the immediate resignation of Gillian Day was noted. The LGC thanked her for her support and commitment. 		
2	Standing Item: Notice, Confidentiality and Quorum Requirements	<ul style="list-style-type: none"> Quorum was met. The Committee was reminded to keep discussions confidential. The Chair reinforced the importance of no recording or transcripts being taken at the online meeting. No urgent items for discussion were noted. 		
3	Standing Item: Declaration of Interests	<ul style="list-style-type: none"> No conflicts of interest were reported. 		



4	<p>Standing Item: Approve the minutes from the LGC meeting on 25 November 2025</p>	<ul style="list-style-type: none"> • Governors were invited to comment on the minutes of the last meeting dated 25 November 2025; no comments were received. • The minutes were approved as an accurate record. • The Chair agreed to mark the minutes as signed 		
5	<p>Standing Item: Actions arising from the LGC meeting on 25 Nov2025</p>	<ul style="list-style-type: none"> • It was noted that action items from the last meeting were addressed following agenda item 6. SLT Introductions and Questions • Outstanding actions were noted and updated. 		
6	<p>SLT Introductions and Questions</p>	<ul style="list-style-type: none"> • The SLT members introduced themselves and outlined their roles: <ul style="list-style-type: none"> ○ Paul Dipple: Deputy Head Teacher —Oversight of behaviour, suspensions, exclusions, safeguarding, and line management of pastoral SLT. ○ Mark Adams: Assistant Head Teacher—Attendance, behaviour standards, deputy DSL, link for heads of year, and quality assurance of home tutors. ○ Julie Nichols: Pastoral SLT—Primary transition, student leadership, mental health lead, and community links. ○ Maria Button: Director of Key Stage Five—Sixth form strategic overview, CPD and appraisal, EVC, and line management for several subjects. ○ Charlotte Kitching: Assistant Head—SEND, Pupil Premium, EAL, refugee strategy, literacy/numeracy, and DSL duties. ○ Danielle Masters: Teaching and Learning, Policy, and Research Leader—Quality of education and academic strategy. ○ John Nash: Assistant Head—Assessment, data, standards, timetable coordination, exams, and several subject links • The Chair thanked the SLT for joining the call, extended the opportunity to them to attend future meetings and reiterated that the LGC were keen to build strong relationships with the SLT. • SLT Members with no further role in the meeting left at 18.48. 		
7.	<p>Pupil Premium YTD Spend Review</p>	<ul style="list-style-type: none"> • A detailed presentation was given by CK on the total PP funding allocation and breakdown of actual and scheduled year-to-date spend. • It was reported that a total funding allocation of £324,695 had been received, with a scheduled year-to-date spend of £131,175. 		<p>LB</p>



		<ul style="list-style-type: none">• It was noted that Actual spending to date amounted to £100,899, and that expenditures included support for uniform, PE kits, bus passes, trainers, shoes, ingredients for DT, subsidised music lessons, and targeted reading interventions using the Accelerated Reader programme. For years 7-10.• Provision of school buses for after-school activities, counselling services, enhanced free school meal funding, Breakfast Club allocations, career support activities, homework club, trip assistance, and an external support mechanism ("Stride 360") were confirmed as included within the year's budget forecasting.• CK outlined that a contingency of £12,000 was retained for CPD, extracurricular sessions, and emergency funding.• The highly valued support services provided by Ambler to assist with Afghan student integration, which had been historically funded by the Ministry of Defence, were discussed. A further funding request had been submitted to OCC, and at the time of the meeting, the outcome had not yet been received. If funding was not secured, some of the emergency funds would be deployed to enable the continuation with Ambler.• New items such as Yondr mobile phone pouches were being considered, potentially adding up to £30,000 to the projected spend, though lower-cost options were being investigated.• Is the £30,000 for Yonder pouches only for pupil premium students? LB confirmed that the purchase was for the whole school, as PP funds could be used for whole-school strategies if they benefit PP students.• If the full Pupil Premium allocation is not spent, is the rest lost? CK confirmed that unspent funds would be used for other school purposes and would not be lost.• Is the £5,000 for revision sessions for PP only? LB confirmed that it was for the whole school and explained that it covered teacher pay for supporting additional learning sessions.• What rules does the government impose on use of Pupil Premium or free school meal money? LB answered that the money was intended for student support in general; while Pupil Premium students were a focus, expenditure on projects that benefit the whole school (such as		
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		<p>buses or counseling services) was permitted if it benefits those students.</p> <ul style="list-style-type: none"> • Are there additional focused interventions that could be adopted for Pupil Premium students if more budget were directed? • LB confirmed that targeted initiatives did exist, and examples such as literacy interventions, revision sessions, and mentoring were cited, with specifics already in action or paid for outside the current report. 		
8.	Finance Update	<ul style="list-style-type: none"> • CE shared an overview of the P3 (November) budget position. It was reported that the school had recorded an in-year surplus of £141,000, an improvement of £96,000 relative to the original plan. It was emphasised that this surplus presently excluded any income or expenditure related to alternative provision (AP), as outstanding funds from OCC were still being pursued. • Expenditure and income across most budget lines were described as within target, though it was anticipated that premises costs would exceed budget due to urgent fire and security upgrades, and site maintenance. Staffing costs were noted as variable in recruitment periods. • It was reported that anticipated funding would be allocated to address high priority works, including: <ul style="list-style-type: none"> ○ Fire risk rectification works (beginning in the summer). ○ Upgrade of safety compliance measures (electrical, curtain/fire regulations, etc.). ○ Tree work following the safety survey, with five trees identified for urgent removal and other staged works scheduled. ○ Future projects were outlined, including further roof repairs, toilet refurbishments, additional classroom buildings, and the multi-use games area, with relevant bidding and planning processes underway. • <i>The summary of risks in the budget, staff training, and premises costs is noted—what mitigation is in place for these, now and for the future?</i> LB explained that any surplus would be reserved as a contingency to support further premises investments and future staffing needs, and that ongoing monitoring would be maintained by the finance 	–	



		<p>team and reported to governors at future meetings.</p> <ul style="list-style-type: none"> • <i>Is there anything to be gained from keeping the money and providing an alternative provision yourselves within the school?</i> LB explained that while some needs could be met internally, the diverse and specialised nature of the provisions required (such as specialist therapy and SEN placements) meant that a mixed (external and internal) approach remained necessary. Trust-wide cost-sharing models for future efficiency were reported as under consideration. • Long-term budget risks were noted, including the potential decline in pupil roll (intake), which could result in reduced funding and tighter budgets in future years. LB and CE stated that financial planning would continue to emphasise prudence and risk management. • It was agreed that CE would make the full written audit reports (fire and health & safety) available to governors upon request, Budget monitoring for premises and staffing was to be maintained, with regular updates reported back to the governing body and ongoing communications with OCC about alternative provision funding was to be prioritised until all outstanding claims were resolved. 		
9	<p>Standing Item: Health and Safety/Risk Register Update (H&S)</p>	<ul style="list-style-type: none"> • CE shared an update on the recent fire safety audit from August, which was described as having yielded twenty high, nineteen medium, and three low-priority actions. • A £100,000 capital allocation had been received from the Trust to initiate fire safety and building improvements. The Sixth Form and Math's/Art blocks would be prioritised due to the highest need, with further funding currently under discussion for further works across the school, which were outlined as: <ul style="list-style-type: none"> ○ Issues concerning excessive use of extension leads and the need to upgrade electrical infrastructure were also reported. ○ Lift maintenance, curtain replacement (to meet safety standards), and ongoing site work were detailed. The forthcoming EICR (electrical installation condition report) • A timetable for works (scheduled to begin in the summer) was also shared. Items such as service-mounted cabling and the upcoming comprehensive tree survey (which identified five trees for immediate 	-	



		<p>removal) were described as additional major projects, with quotes being chased and staged works planned.</p> <ul style="list-style-type: none"> • The closure of temporary classrooms due to safety concerns was reported, LB confirmed that lessons had been re-timetabled accordingly, with some disruption expected to persist until the new building could be constructed in 2028. • It was explained that contractor delays, staff absence over holiday periods, and the poor condition of the affected buildings contributed to delays. • CE shared the impact of recent tree safety surveys. Quotes for the necessary works were being sought, and priorities had been identified. It was noted that the next report was due in 2027. • <i>What challenges are delaying completion of the outstanding six high-priority safety actions which were due for completion in January 2026?</i> CE explained that contractor delays, staff absence over holiday periods, and the poor condition of the affected buildings contributed to delays. 		
10.	Standing Item: Chairs Update and Link Governor Updates	<ul style="list-style-type: none"> • Governors commended the school on the quality and diversity of businesses that were represented at the School Careers Fair • It was noted that Three Governor Link Visits had been completed in T2/early T3, with more planned in T4. • The Clerk thanked the Governors for their commitment to capturing the visit notes in the Governor Monitoring Template and uploading them to Governor Hub. 		
11.	Standing Item: School Development Plan / SEF Priorities	<ul style="list-style-type: none"> • LB shared an overview of the T2/3 Action plan and outlined the background to the RAG coding (-Comple, Y-Ongoing, R- Not Started) • Governors were reminded that the SEF would be updated later in the school year, with LB new in role and some senior level staff vacancies / sickness as agreed with the Trust. • <i>Are you getting the support you need from the Trust?</i> LB confirmed that the Trust well supported her. • Aa new School Improvement Partner, Louise Warren, the Trusts Director of Education had been appointed, who was supporting the 	<ul style="list-style-type: none"> - 11.1 Amend the SDP/SEF agenda item to focus on a review of the FCC Termly Action Plan 	Clerk



		<p>school with four weekly meetings, weekly support was being provided by the Trust's lead on Math's and further support was being provided from learning walks completed every Friday.</p> <ul style="list-style-type: none"> • LB outlined findings from the Parent Voice survey and highlighted opportunity areas which the school was putting in place to better meet parents' needs: <ul style="list-style-type: none"> • Need to communicate more to parents about what is being studied each term with consistent updates on Google Classroom • Need to improve Staff response rates – 100% response + timeliness 		
12.	<p>Standing Item: Headteacher's Report (incl. Attendance, Behaviour)</p>	<ul style="list-style-type: none"> • LO thanked governors for their questions on the HT report which had been shared in advance and answered their questions. • <i>There has been a reduction in the number of safeguarding concerns from term one to term two. Was there anything different in term two that explains this?</i> PD stated that the question prompted a review which uncovered an administrative error in reporting safeguarding concerns. The figures for term two had been underreported due to this error. After recalculation, it was clarified that 297 concerns should have been logged for term two, rather than the previously reported 146. The corrected data showed that there was not a significant difference in the number of safeguarding incidents between the two terms. • <i>Is the increase in the number of bullying incidents a concern, and what is the context or common factors?</i> PD explained that upon deep-dive review, many of the logged bullying incidents were not genuine by the accepted definition. Staff training needs were identified, and it was confirmed that 'safeguarding wash-up' sessions would be introduced at the end of each day to improve recording accuracy. • LO informed the LGC about the ongoing review of the quality of education and inclusion, including the implementation of action points arising from the latest Math's review, following support from Matt Taylor, the Trust Math's Lead. Feedback received from staff and previous monitoring visits was referenced; next steps for embedding written feedback loops and action tracking were noted. • It was noted that FCC attendance was the best of all CLT Secondary 	<ul style="list-style-type: none"> – 12.1 Share an update from the SEN review at the M4 LGC – 12.2 Include PY performance in HT Report – 12.3 Invite Maria Button/ Danielle Masters to the T4 LGC 	<ul style="list-style-type: none"> - LB - LB - Clerk



		<p>schools and whilst T2 had dipped, this was also true nationally and FCC was showing a marked improvement versus the PY.</p> <ul style="list-style-type: none"> • Can we see a comparison to PY on the metrics moving forward? LB agreed this would be incorporated in future reports. • LO confirmed that she had received verbal feedback from the SEN review and an update would be provided at the next LGC, once the full report had been received. • Long-term budget and resourcing risks were considered, with repeated emphasis on the importance of clear documentation, continuous monitoring, and flexibility to respond to changing circumstances in safeguarding, premises management, and staff training. • LO concluded by confirming that data quality for safeguarding and bullying incidents would be further improved via enhanced training and daily review; written feedback from academic and compliance reviews would be documented and tracked for follow-up; risks identified in finance, safeguarding, and premises management would be closely monitored, with regular updates provided to the LGC and the outstanding actions items from previous meetings—including the CPD and staff policy update and support for higher-attaining students—were confirmed for follow-up by Maria Button/Danielle Masters at the next meeting 		
13.	Math's Department Review	<ul style="list-style-type: none"> • LB provided an update within the HT Report 		
14.	Standing Item: Safeguarding	<ul style="list-style-type: none"> • It was noted that a link visit had been completed in T2 and a further school visit was planned in T3 		
15.	Standing Item: SEND	<ul style="list-style-type: none"> • It was noted that a Link visit would be completed during T3. 		
16.	Standing Item: Compliance actions/ Skills Audit – follow-up	<ul style="list-style-type: none"> • The Clerk confirmed that the Skills Audit was complete and shared a summary of findings and recommended training areas for review and approval at the next LGC 	<ul style="list-style-type: none"> – 16.1 Share a training recommendation for approval at the next LGC 	Clerk/BH



18	Standing Item: Policies Review- a) Admissions b) Prospectus information on Website	<ul style="list-style-type: none">• LB confirmed that the admissions policy had been received from the CLT.• LB confirmed that an electronic prospectus would be developed for the 2026/7 School year and made available on the school website		
19	Standing Item: AOB and dates of future LGC meetings,	<ul style="list-style-type: none">• No AOB was declared.• Future meeting dates were confirmed as<ul style="list-style-type: none">○ Meeting 4 – Tue 10 Mar 2026 6:30pm at school.○ Meeting 5 – Tue 5 May 2026 6:30pm at school.○ Meeting 6 – Tue 23 Jun 2026 6:30pm at school.• The meeting closed at 8:42pm		



Action Summary (Includes carry-overs and actions agreed on 13 January 2026)

#	Action	Who	Due / Target	Status / Source
CO2	Circulate an overview of actions taken to support high performance students	DM	M4 LGC (10 Mar 2026)	Closed – incorporated agenda of Governor Visit
11.1	Amend the SDP/SEF agenda item to Focus on a Review of the FCC Termly Action Plan	Clerk	M4 LGC (10 Mar 2026)	Closed
12.1	Invite Maria Button to present updates on CPD / staff policy compliance at the M4 LGC	Clerk	M4 LGC (10 Mar 2026)	Closed
12.2	Include PY performance in HT Report on an ongoing basis.	LB	M4 LGC (10 Mar 2026)	Closed
16.1	Share a training recommendation for approval at the next LGC	Clerk	M4 LGC (10 Mar 2026)	Closed - Statutory training and Induction training prioritised for T4-6.