



An Daras Trust
Igniting Curiosity Growing Capabilities

Coads Green Primary School

Coads Green
Launceston
Cornwall PL15 7LY
01566 782303

Head Teacher – Sarah Read

Chair of Governors – Michelle Roberts, chaircoadsgreen@andaras.org

21/10/25

MINUTES

Extra-Ordinary Meeting Autumn 2025
Local Governing Board; Coads Green School
Monday 20th October 2025, 4.30pm VIA ZOOM

1. Welcome and Apologies

Present: Michelle Mitchell (Chair), Sarah Reid (HT), Ruth Marriott, James Savage, Rebecca Gristy

In Attendance: Ann Cullum (Local Governance Office).

The Chair welcomed everyone and SR briefly introduced herself to the governors and explained the handover of Coads Green from the previous Head.

2. Declarations of Interest Relevant to this Agenda

Pecuniary Interest forms have been received from RG and JS.

There were no declarations of interest relevant to this meeting.

3. Governors

The governors appointed James Savage as a new Parent Governor and assigned the Governor role of P.E.

The governors appointed Rebecca Gristy as a new Co-opted Governor and assigned the Governor roles of Data (with PPG to follow later in the year).

4. Confirm Minutes of Summer LGB Meeting (16th June 2025) and Matters Arising

Decision to accept the minutes as a true and accurate record of the last meeting and Chair to sign a copy – **carry forward.**

5. Confidential Matters

None.

6. Curriculum

The 90-day plan and curriculum mapping have taken place, but mapping wasn't aligning with the lessons. SR has started a new 90-day plan which is mostly on track.

7. Monitoring Visits and Governor Training

Monitoring Visits for this Term

- **SEND (SR/RM) – to be completed before the end of last term – carry forward**
- **PPG impact and provision for next year (MM) – carry forward**
- **PE Review, plus impact and provision for next year (MM) - carry forward**

Governor Training

No recent updates.

Governor Training Overdue – to be completed as soon as possible

RM to complete GDPR and Cyber Security training, also a Local Governors course.

8. Trust PR Strategy Guidance

Governors were requested to familiarise themselves with this document and bring ideas to the next meeting.

9. Policies for Renewal

The School SEND policy is due for approval so that it can be published on the school website - carry forward.

The Behaviour Policy and Accessibility Plan require governor approval at this meeting - carry forward.

The above policies can be found in the Summer 2025 Sharepoint folder.

The Trust Safeguarding Policy will be reviewed and revised in the Autumn term. At the next LGB meeting the governors will need to acknowledge that they are familiar and happy with the school version of this policy.

The next school Admissions Policy will be produced in the Autumn term. The governors will need to review this as part of the consultation process at the next LGB meeting.

The 2025-26 Meeting Schedule is now available for governors to review and save the dates.

10. Any Other Business

None.

11. Date of Next Meeting

The date of the next meeting is Monday 17th November 2025 at 5.30pm.

JS is away on 17th November but can attend online. MM will set up a Teams Meeting, so this meeting will be hybrid.

The meeting closed at 5.15pm.

Ann Cullum

Local Governance Officer

Distribution List:

Michelle Mitchell	– Chair/Co-opted Governor	Jo Callow	– CEO
Sarah Reid	– Head Teacher	Steve Tavener	– Chair, Trust Board
Hayley Howard	– Staff Governor		
Ruth Marriott	– Co-opted Governor		
James Savage	– Parent Governor		
Rebecca Gristy	– Co-opted Governor		