



HECKMONDWIKE GRAMMAR SCHOOL

Full Governing Body Minutes

Time & Date:	5.00pm Thursday 9 July 2026
Venue:	In school
Governors Present:	Michele Brook (MB) Nick Cockerill (NC) Derek Cross (DC) Mohammed Hans (MH) Jonathan Hodgson (JH) Ross Oxby (RNO) Matthew Pinder (MP) Mark Tweedle (MT) Keith Wilson (KW) Peter Roberts (PDR) – Headteacher
Non-Voting Attendees:	Jody Dunn (JDN) – Clerk
Meeting Quorate:	Yes

1. Welcome & Apologies

Apologies were noted from Lalit Suryawanshi and David Hall.

2. Declarations of interests – None.

3. Headteacher Appointment Update

DC expressed thanks to all governors involved in the intensive two-day headteacher recruitment process. Appreciation was also extended to staff and students for their valuable participation and contribution throughout the process.

The selection panel noted the rigorous nature of the selection process, which included a range of assessment activities, presentations, interviews, and panel discussions. The panel informed of the robust deliberations that had taken place following the conclusion of the process, before recommending the appointment of Kirsten Prescott as Headteacher to the full board. The recommendation was formally ratified by the Governing Body and the appointment was approved.

PDR and governors expressed their thanks to JDN for all her help and support in organising the process.

4. Minutes of previous meeting & review of sub-committee meetings/minutes

FGB – The minutes were approved as a true record of the meeting. Action 1 was noted as complete, action 2 would be discussed further at this meeting.

F&R – NC gave an overview of the F&R meeting covering the major discussion points. He advised that robust discussion was had around the risk register and whether the appointment of a new Headteacher should be reflected within the register to highlight the potential strategic and operational impact on the school during the transition period. A discussion was also had around practicalities of committees reviewing relevant risks. It was agreed that this would become a standing item on each of the committee meeting agendas, which would then feed into the FGB meeting.

NC advised that the F&R committee provisionally approved the budget and were recommending full approval to the full board. He advised that there would be some changes due to the recently announced Teachers pay award as reflected in discussions on Governorhub, though this would positively impact the budget. The board agreed to the approval of the budget.

NC then gave a brief overview of the extraordinary FGB meeting that followed the F&R to discuss the proposed tennis court development. He advised of the current position and that upon conclusion of the meetings robust discussion, it was decided that further work would be undertaken to evaluate the financial feasibility and available financing options. It was agreed that planning work should proceed in the meantime. Governors agreed that a cautious and prudent approach is particularly important and NC advised further information will be presented when available.

C&S – KW updated the board on the items covered at the C&S meeting. He advised that the school's literacy lead was in attendance and updated the committee on the great work that is happening, and that PDR gave an update following the Ofsted inspection.

PDR provided an update on the inspection outcome, expressing disappointment with some of the gradings, deeming them unfair. He confirmed that a draft report has been received and that a detailed formal complaint has been submitted; this is currently under review, with a call with a HMI scheduled for the penultimate day of term to discuss. A final decision is expected ahead of the official report publication in September. PDR outlined specific areas of challenge, particularly in relation to the achievement judgement, referencing supporting research and comparisons with other schools; and the leadership and governance judgement which is not reflective of the comments made by inspectors. Concerns were also raised regarding the reported next steps, one of which again is not reflective of other judgments and comments made.

JH noted his support for these concerns, noting difficulty in understanding aspects of the inspection narrative and his interest in the outcome of the complaint. Governors discussed the impact on headteacher wellbeing and expressed concern that completion of the complaint process had to be undertaken whilst PDR was off sick, placing

significant additional burden on PDR; this is not supporting of the apparent Headteacher wellbeing focus. Governors formally thanked PDR for this work.

Wider frustration was expressed regarding the lack of an appeals process within Ofsted compared to other sectors. It was noted that inspectors were open and professional during the visit, although there was a perception that higher gradings are rarely awarded, and uncertainty remains around baseline expectations under the new framework

KW advised that a robust discussion had taken place regarding the admission's appeals process and related procedures. PDR invited any interested governors to attend school when the entrance examination results are received, in order to observe how the results are analysed and how admissions decisions are reached. Governors noted that this would provide valuable insight and help to inform the planned review of the various elements of the entrance examination process. It was suggested that interested governors form a small working group to participate in this activity and subsequently report their findings and recommendations to the Full Governing Body to support future discussions and decision-making.

5. Governing Body Constitution and Membership

DC drew governors' attention to the paper outlining governors' terms of office, highlighting those appointments due to expire in the coming months, including his own.

DC advised that, following careful consideration, he had decided not to seek reappointment when his current term of office ends in August. Consequently, he will be stepping down from both the Governing Body and his role as Chair of Governors. Governors expressed their sincere thanks to DC for his dedicated service, leadership, and significant contribution to the Governing Body during his tenure as Chair and Governor. The Board formally recorded its appreciation for his commitment and wished him well for the future.

It was agreed that, following DC's departure and until the Annual General Meeting on 1 October, Jonathan Hodgson, in his capacity as Vice Chair of Governors, would assume the role of Interim Chair of Governors. The Governing Body expressed its support for this arrangement, which will remain in place until the appointment of a Chair is considered at the AGM.

Further discussion took place regarding the governors whose terms of office are due to expire over the coming months. Michele Brooke confirmed her interest in continuing to serve on the Governing Body following the conclusion of her Parent Governor term in December. After discussion, governors agreed that, in recognition of her ongoing commitment, valued contributions, and support to the Board, Michele would be reappointed as a Co-opted Governor upon the expiry of her current term.

Governors also considered the terms of office of other members due to end later in the year. The Board formally recognised the valuable contributions made by Lalit Suryawanshi and David Hall during their service and agreed that the Clerk should write to both governors at the end of their terms to convey the Board's thanks and appreciation.

Mark Tweedle advised that he intends to seek reappointment when his term expires in October. Governors expressed their support for this and welcomed his continued interest in serving on the Board. Matthew advised that he would use the summer period to consider his future position and would confirm his intentions in due course. The Governing Body noted the significant skills, experience, and commitment that these governors bring to the Board and recorded its appreciation of their contributions

The Governing Body discussed the need to review and refresh Link Governor responsibilities in light of recent and forthcoming changes to Board membership. Following discussion, the following appointments were agreed:

Keith Wilson – Secondary Safeguarding Link Governor

Michele Brooke – SEND and Pupil Premium Link Governor

Mark Tweedle – Sixth Form Link Governor

Governors noted the importance of maintaining effective oversight in these key areas and were satisfied that the appointed governors possessed the appropriate skills, experience, and interest to undertake these responsibilities. The arrangements will be kept under review as part of the Board's ongoing governance and succession planning processes.

6. Executive Summaries

It was agreed that governors would submit any questions regarding the content of the executive summaries in advance of the meeting to enable focused discussion and efficient use of meeting time. No questions were received prior to the meeting.

A concern was raised around the format of the summaries, with some governors expressing concern around the quantity of information provided. This led to consideration around the best way to present the information without resulting addition workload for the senior leadership team. It was agreed that a JDN would trial the use of AI to produce a concise summary briefing paper, designed to identify key information, notable changes, and areas requiring governor attention from within the Executive Summaries. The effectiveness of this approach will be reviewed following a trial period.

7. School Development Plan

Governors had also agreed that any questions relating to the School Development Plan (SDP) would be submitted in advance of the meeting. No questions were received prior to the meeting. PDR advised governors that, in line with the school's usual cycle of improvement planning, a revised School Development Plan would be presented during the Autumn Term. Governors noted the update and looked forward to reviewing the updated priorities and objectives once available.

8. Policies for approval

- Careers Policy - A number of minor changes were noted and recorded to feedback – Approved
- Careers Strategy - Approved
- Provider Access Statement – A number of minor changes were noted and recorded to feedback – Approved
- Work Experience Policy - Approved
- Science H&S Policy – Approved

9. AOB

Governors were reminded that the annual Staff BBQ would take place on the final day of term. All governors were invited and were asked to notify JDN if they wished to attend.

The Governing Body expressed sincere thanks to all staff for their continued dedication and hard work. Particular recognition was given to staff for their commitment and support throughout the recent Ofsted inspection and the wider achievements of the school during the year. The Governing Body agreed to provide a contribution of £50 per staff member as a gesture of appreciation for their efforts and commitment.

PDR formally acknowledged and thanked Derek Cross for 27 years of dedicated service to the school and the Governing Board, recognising the significant contribution made over this period.

Actions		Who
1.	Trial the use of AI to produce a concise summary briefing paper, designed to identify key information, notable changes, and areas requiring governor attention from within the Executive Summaries	JDN

Governance Requirement: Minutes signed as true and accurate record of the meeting.	
Signature: 	Derek Cross Chair of Governors