



Gildredge House

Enterprise Committee Meeting - Minutes

Meeting Date: Thursday 13th November 2025

Meeting Venue: via Teams

Meeting Time: 5:15pm

Governors: Richard Thornhill, *(RT), Chair of Governors & Committee Chair*
Len Callnon, *(LC)*
Lucy Haggis, *(LH)*
Julian Mace, *(JM)*
Martyn Ashley Taylor, *(MT)*

Ex officio: Craig Bull, *(CBu), Executive Head Teacher*

Also in attendance: Sue Evans *(DHR), Director of HR*
Gemma Nesbit, *(DOF), Director of Finance*
J Whittaker, *(EM), Estates Manager*

Clerk to Governors: Rif Aslam *(RA)*

Apologies: V Jenkins *(VJe), H Punter-Bruce (HPB)*

Enterprise Committee – Minutes 13th November 2025

| Item | Discussion | Action |
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| 1. | <p>Welcome and apologies for absence</p> <ul style="list-style-type: none"> Chair welcomed Governors & SLT to meeting. Chair accepted apologies for absence from VJe and HPB. | |
| 2. | <p>Declarations of Interests There were no declarations of interest made.</p> | |
| 3. | <p>Minutes of previous Governing Board Meetings Chair confirmed that previous Committee Minutes were signed off at the July FGB Meeting.</p> | |
| 4. | <p>Committee Business</p> <ul style="list-style-type: none"> Chair welcomed LC & LH to their first Enterprise Committee meeting. | |
| 5. | <p>HR Update Pink Paper</p> | |
| 6. | <p>Estates</p> <ul style="list-style-type: none"> Estates Update – EM referred to paper and highlighted work completed during half term holiday. This included Gas Safe testing and boiler room service. Stocked up on salt in readiness for winter. Purchased leaf blower. Members of Estates Team completed Educare courses on Infection Control, Hygiene as well as a First Aid course. EM and EHT attended a sustainability event run by ESCC. Attended a meeting today re our Carbon Action Plan for net zero (deadline end of 2025). We already do a lot e.g. our cleaners reuse plastic bags. Close to saving 2000. Reprogrammed light sensors so that they turn off after 5 minutes rather than 20. Hope to see future saving in energy bill. EM went onto point out upcoming planned events including fire drill & service and emergency light service. Practical fire fighting training organised for 20 staff. <p><u>Governor congratulated</u> EM and her team.</p> <p><u>Governor asked</u> if the Heat Pump would allow any sell back to the grid and are there any plans for solar panels. EM advised there was no current capacity to sell back. Solar panels on Primary roof were serviced and quote requested for more panels as well as a battery. Battery would allow us to store energy that we could use ourselves.</p> <p><u>Governor complimented</u> EM on quality of report.</p> <p><u>Chair echoed</u> comments.</p> <ul style="list-style-type: none"> CIF Update – EHT referred to paper. Report prepared by company who manages our CIF Bid and the related contractors. We do have heating across the school. Report outlines the greater capacity we now have with the hybrid system. Heat Pump installer has gone into liquidation. There is money to complete the project. There may be a mechanical valve issue causing problems in building housing Year 5 and Drama/Music. This requires DfE to change scope of project to allow us to address this. Once done we will run the heating through winter before signing off. Warranty has run out on all these new devices and yet the system has not fully functioned since installation to allow testing. We need to address this aspect with DfE too. Love Lane Gate – EHT commended work carried out by EM. He outlined the traffic issues at our front entrance. EM has investigated feasibility of using Love Lane for pedestrian access. Pilot will be run from 24 Nov to 19 Dec to open this gate for a few minutes in the morning and afternoon to ease pressure at the front entrance. Feedback will be collected from residents, staff and parents. <p><u>Governor queried</u> impact on parking. EHT advised trial will ascertain impact.</p> <p><u>Governor questioned</u> who will access that entrance. EHT advised Secondary only.</p> | |

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| | <p>Governor asked who is responsible for maintaining path. EM advised local Authority.</p> <p>Governor remarked on the bad condition of the path. EM advised that as LA had not responded to request to clear path, the school has cut back brambles etc.</p> <ul style="list-style-type: none"> • Health & Safety Update – EM stated that we’re in a good place with regular routines. • Health & Safety Compliance Report – EM referred to paper and invited questions. There were none. <p>Chair thanked EM for informative reports.</p> <p>DHR & EM left meeting at 17:47</p> | |
| 7. | <p>Financial Strategy</p> <ul style="list-style-type: none"> • School Development Plan – Key Priorities – EHT advised that paper was prepared by HOS & HOP. Objectives 1,2,3,4 are around teaching & learning and student progress. 5 and 6 are about belonging and personal development. 7 is about leadership across the school. EHT invited questions. <p>Governor noted that paper covered very well what was discussed on Strategy Day in July.</p> <p>Chair remarked that paper was easy to read, succinct and helpful as a reference point when funding is requested to support initiatives.</p> | |
| 8. | <p>Finance Pink Paper</p> | |
| 9. | <p>IT</p> <ul style="list-style-type: none"> • Update – DOF explained that there were still elements of project work outstanding but has set up deadlines with contractor to tie up loose ends. Seeing some progress there. | |
| 10. | <p>Risk Register Update</p> <ul style="list-style-type: none"> • DOF highlighted the following: <ul style="list-style-type: none"> ○ Cyber Security- recent audit validated our own assessment. Action plan in place. ○ Budgeting- risk raised because of new way of managing budgets. This will be lower once work processes are embedded with budget holders. • EHT highlighted the following: <ul style="list-style-type: none"> ○ Staffing – increase because of pay and national insurance rises. ○ Public Exams -maintained as we had positive outcomes for 2024-25. | |
| 11. | <p>Pay Committee</p> <ul style="list-style-type: none"> • EHT advised that anonymised case studies were presented for different pay scales. <p>Governor praised meeting and commended good rigorous process.</p> <p>Chair emphasised robustness of system. Not everyone was moved up. Well managed whether it was good or bad news. Well done to all.</p> | |
| 12. | <p>Business Continuity Plan</p> <ul style="list-style-type: none"> • EHT advised paper was provided for information. Further work has been done on Critical Incident Management. Training for SLT will be done in January. | |
| 13. | <p>Any other urgent business</p> <ul style="list-style-type: none"> • Governor asked whether results of External Audit and Annual Accounts will be ready for sign off at December FGB. DOF confirmed they will. • Chair emphasised need to examine papers closely to ensure resources of school are managed appropriately with rising costs. • EHT advised he is exploring financial training for governors with ESCC. | |

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| 14. | <p>Confirmation of future Governor Meeting Dates for 2025/2026</p> <p>FULL GOVERNING BOARD: 11th December 2025 26th March 2026 2nd July 2026</p> <p>EDUCATION COMMITTEE: 22nd January 2026 14th May 2026</p> <p>ENTERPRISE COMMITTEE: 12th February 2026 11th June 2026</p> | |
| | <p>Meeting Closed Chair thanked SLT and governors and closed meeting at 18:41 hrs.</p> | |