Board of Governors
Wednesday 25th March 2026 at 6pm

MINUTES

Attendance and Apologies		22/10/25	10/12/25	25/03/26	01/07/26
Governor					
Ann Wilkinson	Chair of the Board	✓	✓	✓	
Sean Gaughan	Vice Chair of the Board	✓	✓	✓	
Michael Jaffrain	Ex-Officio	✓	✓	✓	
Emma Cullen	Co-opted Governor	A	A		
Emma Sweeny	Co-opted Governor	✓ (from 6.2)	✓ (from 3.2)	✓	
Victoria Dolan	Foundation Governor	✓	A	✓	
Stephen Garbriel	Foundation Governor	A	A	A	
Sr Patricia Goodstadt	Foundation Governor	✓	A	✓	
Avril Messenger	Foundation Governor	✓	✓	✓	
Dr Janet Nevin	Foundation Governor	✓	✓	A	
Sarah Taylor	Foundation Governor	✓	✓	✓	
Niall Wright	Foundation Governor	✓	✓	✓	
Stuart Robinson	Staff Governor	✓	✓	A	
Dr Julian Skyrme	Co-opted Governor	✓	✓	✓	
Mary McDerby	Parent Governor			A	
Darryl Mbongue	U6 Student Governor		✓	✓	
Ryan Matope	L6 Student Governor		✓	A	
In Attendance					
Alison Gould	Clerk	✓	✓		
Ashlee McMahon	Acting Clerk			✓	
Tracy Livesey	Vice Principal	✓	✓	✓	
Andrea Pritchard	Deputy Principal	A	✓	A	
Karen Musgrove	RSM		✓ (from 3)		

Opening Prayer

1. Preliminaries

1.1. Apologies and Quorum

Andrea Prichard
Ryan Matope
Mary McDerby
Janet Nevin
Stuart Robinson
Stephen Gabriel (hoping to join online)

The meeting was quorate.

1.2. Declarations of Interest

None

1.3. Confidential Items

Academisation to remain confidential.

2. Governor Appointments, Resignations and Nominations

Resignations - Alison Gould and Emma Cullen
New Governors – Mary McDerby (Parent Governor) and Stuart Robertson (re-elected Staff Governor)

3. Last Meeting of the Board of Governors

3.1. Minutes from 10/12/2025

Amends requested:–

- 3.3.2 second 25/26 should be 26/27
- Attendance – Avril was Co-opted rather than parent governor.

Approved subject to amendments.

3.2. Matters Arising

Following the previous minutes, a further update regarding the Remuneration Committee should be provided after a meeting scheduled for May

Investment Strategy had been reviewed. At a conference, DfE said that they felt that it is reasonable to expect a return of 7% on reserves. Potentially the money could be returned to HMT who could do it better, with the prospect of not getting those reserves back. The Board confirmed that our current strategy is sound and that any investmens offering 7% would be far too risky.

Living Wage Employer – It was confirmed that we are in the process of making an application.

Mission Statement – It was highlighted that there have been some suggestions of alterations to the wording, which have been sent to Sr Patricia for comment.

Action:- Chair to send document to Sr Patricia to consider staff suggestions to our mission statement and feedback at the next LET Board meeting.

4. Committee Matters

4.1. Minutes of Committees and Committee Matters Arising

i. F&GP 01/12/25 & 26/01/2026
ii. S&G 19/11/25
iii. Standards 08/12/25

Action:- Clerk to remove TL from regular Standards Committee attendees.

The Board consented to approve and adopt the above minutes as they have already been approved through the relevant committees.

4.2. Reports from Committee Chairs

i. F&GP 23/03/26

SG noted that there are some crossovers with recent F&GP items which are on the agenda for this meeting. It was highlighted that we are in a very favorable position on the annual ACVIC Funding Data. We had a positive Cyber Security report, and we are on track to obtain the Cyber Security + accreditation by the end of the year. Premises are conducting a lot of work on campus, and it is pleasing to note the report from H&S that our accidents and near misses are low in consideration to the size of the college. Despite this we are still having issues with intruders getting on site. HR reported that the annual turnover of staff is low (7.22%) compared to national figures (33.7%) but these are quite out of date. FOI Scheme was approved and the GDPR report was noted.

ii. Audit 04/03/26

NW reported that we had a positive presentation with our new internal auditor. Two reports were provided with exemplary updates. No issues to report. We are in the first year of our new internal auditors who are currently completing fieldwork on other areas of the college, which will be completed by the end of next week, ready for the next Audit Committee meeting. The new internal audit seem to be more in depth than previous, but the format seems to be useful.

iii. S&G 02/02/26

AW reporting on behalf of Sr Patricia who wasn't able to attend. The meeting went through planning for the Governor Strategy Day and then a report following the SFCA Beyond the Agenda questionnaire, which didn't indicate much that was new. AW to go through it again to see if actions for improvement could be identified. We are also coming up to another external review of governance. Remuneration and Mission statement were discussed alongside governor recruitment.

iv. Standards 09/02/26

AW reporting on behalf of JN who isn't able to attend the Board. The meeting went through the Curriculum Report, the final Self-Assessment document, report from the Deputy Principal and various policies, which are also on the agenda for this Board meeting. AW said that Head's of Faculty had attended the meeting.

5. Principal's Report on Performance

5.1. Executive Summary

MJ went through the executive summary for the board highlighting some key themes:-

- Wellbeing Committee – The committee is well attended. A non-anonymised staff survey was conducted in December. This was met with some suspicion initially but has worked well. Feedback was broken down into key points and discussed at SMT. Anything that was concerning was then allocated to a member of SMT to raise with that individual, which we have received positive outcomes from so far. Staff seem to feel heard.
- Working From Home Focus Group – This is working well so far, the group have met a couple of times and they now have an awareness of how complicated this is to pull together.
- Staff Retention – There seems to be less of a community feel with more individualised approaches being requested or accommodated in order to retain staff.
- Salary Sacrifice – We are still waiting on a response from HMT on the EV scheme from 3 years previous.
- Mock Exams – U6 doing mocks and L6 doing mocks, no issues.
- Suspensions – We have an increased number of non-Loreto students getting on site, as a result of students sharing their id'S, suspensions have occurred which hopefully shows that there are consequences for their actions. The new gate process to get in/out is working well
- Facilities – Toilets are being well maintained now with better behaviour. This was raised at Student Council, with a "you said we did" and the new signage is working well. St Vincents doors are slow, this is improving but students are being warned that this is not an excuse to be late for lessons.
- MyLoreto – Some need for this to be rebranded to make it an easier link with homework, especially considering some teachers do not utilise Teams.

6. Finance and Audit Matters

6.1. Management Accounts

The January Management Accounts were presented as included in the pack.

Expenditure is under budget by approximately £409k, largely due to staffing costs and depreciation being lower than expected. Also, some staff were opting out of the pension scheme. ST noted the importance of communicating about Teacher Pensions and suggested a presentation to staff to illustrate the longterm implications of opting out. This work is in progress.

It was highlighted that there was a significant positive movement in the forecast position for the year: a projected £45k loss has shifted to a £274k surplus. A note of caution should be recorded, as this position remains dependent on future funding allocations and the wider financial picture.

6.2. Funding Allocation

The 2026/27 funding allocation has not yet been issued and is expected by the end of March. The national funding rate increase of 0.55% per student (£28) was noted as disappointing. In-year growth funding may be confirmed in April, although the DfE has expressed concerns regarding affordability. The College is currently educating 379 additional students at nil cost compared to the same time last year. It was noted that, if successfully awarded, funding may only cover approximately one-third of these students. There is ongoing concern regarding funding levels for the next academic year. ST reported that confirmation is awaited regarding whether the National Insurance grant will continue next year.

6.3. Mid-Year Report on Financial Objectives

Despite funding challenges, the College remains in a healthy financial position against its objectives in an increasingly challenging environment. The Strategic Objectives currently refer to "maintaining outstanding financial health," whereas the financial status is classified as "good." It was agreed that the wording should be amended to “regaining outstanding,” with this expected to be achieved by 2026/27, when all students should be fully funded.

6.4. Risk Register

Recent updates were highlighted in a purple font within the Risk Register.
Risks noted included:

- Uncertainty around extended diploma funding for 2026/27.
- Continued lack of confirmed funding allocations.
- Ongoing risks linked to inflation and energy costs, particularly given the situation in the Middle East.
- The academisation section will be updated to reflect recent developments.
- The installation of solar panels was noted as a positive development. Procurement compliance is underway, with potential installation next year. TL to share further details on array size, output and costs (estimated at £500k including VAT). It was noted that the national grid may not accept excess output. NW to review proposals and feasibility.

6.5. Managing Public Money

No matters raised.

7. Strategic Objectives

The Strategic Objectives need to be revised for the period 2026–2029. MJ said that it was propose that the existing objectives will largely remain, but that:-

- COVID-related references to be removed.
- Two additional objectives identified:
  - Academisation
  - Artificial Intelligence (AI)

The Board approved the revised Strategic Objectives and the 3-year Strategic Plan will be approved at the next meeting.

An extensive discussion took place on the use of AI within college across staff and students and acknowledged the requirement for further resourcing. It was suggested that developing an internal member of staff to support JA would be preferred.

Curriculum changes were discussed and it was pledged that despite current uncertainty, we are still offering an inclusive package for prospective students.

The Board also discussed at length how the strategic objectives are measured and it was agreed that SLT will evaluate how this can be done to improve accountability. It was suggested that diversity data could be monitored from application through to enrolment, and that objective 4 should be a standing item for governors to discuss annually. However, it was noted that due to data changing year on year and how priority is granted to certain schools that there are complexities to consider. SG had previously produced a table, and RAG rated some data points which might support this.

Overall, the Board were happy to adopt the changes discussed and are keen to develop a way in which our strategic objectives can be monitored more effectively.

Action:- More data rich information to be provided to Governors to assess how well we meet our objectives.

8. Academisation - Confidential
This item was minuted confidentially.

9. Curriculum and Standards Matters
9.1. Curriculum Report
An executive summary was provided by CT. Current Value Added (VA) estimates are lower than last summer's final outcomes, noting that WTG remains provisional and that we are working with HoDs to ensure consistency in judgments.

A recent JCQ inspection during internal exams resulted in an excellent report.

It was noted that a small number of subjects are not meeting expected progress; these are being addressed through regular HoD reviews and it was confirmed that WTG patterns are similar to the previous year, with reassurance given based on historic outcomes.

Outcomes will be closely monitored, particularly given this is a year of significant growth.

10. Student Matters
10.1. Deputy Principals Report on Safeguarding
MJ reported on behalf of AP on chaplaincy and safeguarding developments. Chaplaincy are doing a lot of local, regional, national and international projects. Safeguarding cases have increased in line with student growth but are now plateauing. The safeguarding file transfer system has enabled earlier identification of concerns.

10.2. Student Governors Report
Feedback from students included:

- Catering improvements in variety, quality and consistency; pricing remains a concern.
- Improved canteen flow and reduced overcrowding.
- Strong support from staff during internal exams.
- Positive feedback on Religious Education provision and inclusivity for students of all faiths.

Concerns were raised regarding a tiny minority of students: involving, misuse of ID cards, and social media posts. Security processes have been strengthened, including increased suspensions.

Ongoing work to reinforce expectations was noted.

11. Catholic Inspection Update

Confirmation has been received that inspection will take place in the next academic year. Diocesan representatives are providing advisory support. Concerns were raised regarding inspectors with no Sixth Form College or Religious Order experience. Loreto Grammar made a formal complaint and further discussions are ongoing.

12. Governance Matters

12.1. Verbal Report from Chair

Nothing to report.

12.2. LET Report

Nothing to report.

13. Policies for Review

13.1. Referred from F&GP

i. Data Protection

Approved subject to minor appendix check.

ii. Staff Privacy Policy

Approved.

iii. Antibribery

Approved.

13.2. Referred from Standards

i. Examinations Policy

Approved.

ii. Mental Health Policy

Approved.

iii. Counselling Policy

Approved.

13.3. Approved by Delegated Authority

None raised for approval.

14. Any Other Business

- 175th anniversary Celebration: Saturday 3 October.
- Joint 50th anniversary with Xaverian College suggested for next year.
- LET Board Joint Governor Training Day: Saturday 9 May, 10:00–15:00.

Closing Prayer.

Meeting closed at 20:17