The Mulberry Primary School
OPEN Minutes of Governing Body Meeting
Thursday 21st May 2026 at 6pm
Held online / hybrid
PART 1

Learning and Achieving Together

Governing Body Membership

GOVERNOR TYPE	NAME	INITIALS	TERM END DATE
LA Governor (x1)	Mizanur Rahman, The Vice-Chair	MR	07.12.27
Co-opted Governors (x7)	Dean Britton, The Chair	The Chair	26.09.28
	Cllr. Reg Rice	RR	11.11.29
	Helen Sweetlove	HS	21.05.29
	David Vigoureux *	DV	02.02.27
	Father Lee *	FL	24.09.29
	Vacancy		
	Vacancy		
Parent Governors (x3)	Tom Webster	TW	03.12.29
	Jasmine Green	JG	20.03.27
	Mustafa Hassan	MH	21.02.28
Staff Governor (x1)	Manuela Errigo	ME	06.01.27
Headteacher (x1)	Michelle Akarsu	MA	*Ex officio*
Associate Member (x2)	Anita Gray	AG	24.09.29
	Natalie Ducile	ND	24.09.29

**Asterisk denotes absence. The Quorum is five governors.*

Also in attendance: Jane Ware (Clerk) - HEP Clerk

ACTIONS LOG

Date	Item	Action/status	By whom	Status
28/12/25	11.2	DV to discuss fundraising and marketing at the next meeting.	DV	Completed
05/02/26	4.5	Aide memoire to be provided to governors to support them around Ofsted visit.	MA	Pending
05/02/26	9.3	Governors to update Governorhub with any training they have attended.	All governors	Ongoing
21/05/26	2.4	The Chair to share the new governors pack with TW and the visits form with all governors.	The Chair	Pending
21/05/26	4.4	Digital equipment to support hybrid meetings will be explored, such as purchasing a speaker or camera, rather than using a laptop - MA.	MA	Pending
21/05/26	5.2	Ask HEP about Ofsted training for governors.	Clerk	Pending
21/05/26	5.3	Ofsted training to be incorporated in a governors away day in June	The Chair	Pending
21/05/26	7.4	Chair and MA to write to the Chair of Governors and Headteacher at Pembury House Nursery. Update on Pembury House Nursery building to be given at the next FGB.	The Chair and MA	Pending

PART 1 - OPEN MEETING

1. Welcome and apologies for absence

1.1 The Chair welcomed everyone to the meeting.

1.2 AG had sent apologies which were accepted.

2. Declarations of interest

2.1 MH declared that his wife is in the parents and teachers' association (PTA).

2.2 The PTA is now fully fledged and has a bank account and are having their first event at sports day where they will sell refreshments and give out free sun tan lotion. Plans are to fundraise for a football cage on the playground. They have all their legal documentation. They are preparing for a winter fair, and the PTA will get the profits from the online secondhand uniform shop.

Q: How many members are there?

A: Three board members and their recruits.

Q: What are the safeguarding arrangements?

A: The trustees have DBSs and for any events they run the parents will be responsible for their children.

Q: Where will the sports day be held?

A: The Frederick Knight sports centre, which is about a ten minute walk from the school's grounds. It is on 26th June 2026, from 10am-2pm.

2.3 Governors were invited to attend sports day.

2.4 Action: The Chair to share the new governors pack with TW and the visits form with all governors.

2.5 It was noted that governor visits can be recorded directly on Governorhub.

3. Part 1 minutes of the previous FGB meeting 26 March 2026; matters arising

3.1 The minutes of the meeting held on 26th March were APPROVED as an accurate record.

3.2 The FGB reviewed the actions from the last meeting as per the action log (page 1).

4. Membership of the Governing Body

4.1 Vacancies/Recruitment

Governors AGREED to remove Joseph Unadike from the governing body because he had not been responsive or attended any governor meetings.

It was AGREED that RR will take over from JU's place on the Curriculum Committee.

4.2 Review of Committees membership

Governors agreed to remain on the committees they are on.

4.3 Governor attendance

Governors were reminded to give apologies in advance if they are unable to attend a meeting.

4.4 Action: Digital equipment to support hybrid meetings will be explored, such as purchasing a speaker or camera, rather than using a laptop - MA.

5. Chair's Items

5.1 Ofsted

The last Ofsted was 11/06/22, but HT has been advised that Ofsted are five weeks behind schedule which takes us up to the last week of the academic year but they don't usually inspect in the last week of the academic year.

Q: Would it be helpful for them to come in September?
A: Everybody will be fresher in September, but it doesn't really matter because we are ready.

5.2 Action: Ask HEP about Ofsted training for governors - Clerk.

5.3 Action: Ofsted training to be incorporated in a governors away day in June – The Chair.

6. Headteacher's Report – MA
- Self evaluation form (SEF) Summary
- School improvement partner (SIP) summary April 2026
- Whole school behaviour report
- Consultant inclusion partner report
- Whole school attainment data
- School calendar

6.1 Highlights were:
- There is currently a full quota of staff, however 31st May is the resignation date.
- A new teacher will be starting who runs a choir in Tottenham. Support staff will be allocated to their year groups. Two higher level teaching assistants (HLTAs), some teaching assistants and a part time office administrator are being recruited, due to progression and it is hoped that there will continue to be good retention.
- Staff evaluation shows what the school does well and what are next steps, in line with the Ofsted framework.
- Safeguarding, inclusion, teaching and learning are really strong.
- Achievement is expected because we need everything to be in line with national average.
- Attendance is really strong at 95%.
- Personal development and early years are strong, and leadership and management are graded as strong.
- The SIP was happy with the documents.
- Consultant inclusion partner Adrianne Wright did case sampling with children, with observations, book looks and conversations with the children and she was pleased with all the children she spoke to and left areas to work on.
- Attendance is good, due to encouraging children to come to breakfast club or off rolling if required.
- In terms of behaviour, there has been a reduction in red cards because the behaviour policy is applied systematically across the school and there are behaviour plans where needed.
- There was a child given a red card and an internal exclusion but that is a very rare occasion.
- Writing will continue to be looked at.
- In year 6 there will be whole class teaching of maths rather than streaming, because maths data has lacked slightly throughout the year.
- Reading is looking good.
- Pupil premium children are outperforming non pupil premium children.
- Lots of children have been going out on visits.
- There has been a parents' evening.
- There has been Rock Steady at assemblies.
- There are visits by educational psychologists (EPs), speech and language therapists (SALTs), Trailblazers, mentors and counsellors. There are also trained inhouse staff who support children's mental health and wellbeing.
- Penpals writing scheme is used throughout the school.

Q: You said safeguarding is strong but it shows as met?
A: Yes, that is how it is recorded.

Q: It looks like there has been an uptake in red cards between autumn and spring in all year groups, do we know what is driving that?

A: Yes, a child came to us with problematic behaviour, and a child has also left us with problematic behaviour. Sometimes when we have supply teachers they understand the behaviour system but they give more red cards than permanent teachers.

Q: Were there more supply teachers in spring than autumn?
A: Yes, there were. We are considering mixing up the year 4 group in terms of special educational needs and disabilities (SEND) children so that they move up to some strong teachers in year 5. There are a few complex needs that need to be spread around the year group.

7. Finance

- Draft forecasted 26-27 budget
- Forecasted 26-27 outturn budget

7.1 Highlights were:

- The school closed accounts with £400k surplus due to backdated SEND money.
- A balanced budget was set.
- Income has not been fully received yet as the figure hasn't been finalised by the DfE.
- The school has set a conservative budget due to the future years looking that we are going into deficit.
- This is due to declining pupils numbers - next year -43, and the following year another -20 pupils.
- We have tried to incorporate everything that is known as best as possible. This could change but it is a best effort estimate for now.
- Anticipated 4% teacher and 3.5% support staff increases have been factored in.
- Last year we had a surplus of £400k, and we need to think about how this plays out in the quarterly reviews we do.
- Fixed term contract teacher posts will not be recruited to, once their contracts end.
- The school is a popular school and has had a number of pupils come from a nearby closing school.

Q: Will a plan be asked for by the local authority?
A: No, because we are not setting a deficit budget without a positive cash balance at the start of the year. We need to be mindful about this as we go through the year.

7.2 Governors RATIFIED the budget.

7.3 Further governor discussion highlights were:

- In terms of future planning, federating with a partner school would be more suitable for the school than joining a trust.
- Pembury House Nursery are looking for a new head of nursery, the head is leaving and they may be amalgamating with the nurseries in the LA.
- The school wanted to lease the building and tried to initiate conversations but no one has come forward with any information about costings or leasing. It is owned by the council but the responsibility of the nursery at the moment. It would be the perfect site for an autism provision or an after school club.

7.4 Action: Chair and MA to write to the Chair of Governors and Headteacher at Pembury House Nursery. Update on Pembury House Nursery building to be given at the next FGB.

Q: If we were paying ground rent would that not be increasing our cost and creating a problem for us?
A: Haringey lease it to Pembury. I don't know how long the lease runs for. We thought we would have something and we could budget for it, but we will have to continue to plan within our own property. Any budget issues will be considered very carefully.

8. Staffing

8.1 Highlights were:

- The 26/27 staffing structure will be shared in September FGB.
- The school has moved HR services from Hackney to Haringey. Haringey have an occupational therapy (OT)

service for staff and a wellbeing counselling service, and details have been shared with staff.

Q: Were any of our policies Hackney policies?
A: No, they always used Haringey policies. Haringey have always done the school's payroll.

Q: Does it work out from a cost perspective?
A: It is the same price, but we were told by Haringey that if we didn't come back to Haringey for HR we would have to move our payroll over to Hackney too. There is a new head of service at Haringey now.

9. Committee Updates

9.1 Education Committee – 7 May 2026

The Committee reviewed and discussed:

- SEND impact and behaviour
- Oracy, writing data and next steps, CPD and developmental areas
- Improving pedagogy regarding teaching and learning is linked to improving behaviour and behaviour for learning
- Anti semitism training through prevent
- Attendance and persistent absence figures are positive
- There were 176 responses to the parents survey
- There were 327 applications for 60 reception places, the majority were first choice, so the demand is there

Q: How did SATs go?
A: Overall they went well, although the SATs papers have not been collected yet. The results should be ready in July.

Q: Who makes the decision about whether we are a two form or three form entry?
A: The local authority asked us to reduce. If we run below 24 pupils in a class we are running at a loss. Also we found we were filling up with SEND children in one particular class which was not balancing out the needs of the school.

9.2 Premises Committee

- The health and safety report was received at 88% which was a drop of 10% on last year's but there is a new person doing it and according to others 88% is a good score for him. Risk assessment details are being reviewed, modified and introduced where needed and hopefully next year we will be back to where we were.

Q: Would the school be marked down by Ofsted because of this?
A: Other local schools have been scored 65% by the assessor. The risk assessment was the only area where there was room for improvement. The learning points were really easy to fix.

Q: Will the £4M start this summer?
A: No, they are still surveying the site, there is no confirmed timeline but they hope it will be Easter 2027. Next month they should indicate the timeline. They want to put some containers on the playground to store their equipment in.

9.3 Resources Committee

- Budget was the primary item, as discussed.
- Internal audit review recommendations included a new staff expenses policy and information asset register, which is part of the new GDPR initiatives.
- The catering supplier tendering process has started for 1st September 2026 renewal. Updates will be provided as information comes in.

10. Policies and other items for ratification/review

10.1 Governors reviewed the following policies:

- Anti-Bullying
- Anti Racist
- Asthma
- Collective worship
- Digital and online safety
- E-security
- EYFS
- Lettings
- Managing allegations against other children
- School minibus safety
- Annual and special leave policy
- Exclusions
- Flexible working
- Staff expenses

10.2 Governors RATIFIED all of the above policies.

11. Governor Visits, Training and Link Work

11.1 Forthcoming and recent governor visits

Governors noted that:

- TW has a visit booked for 2 June 2026.
- LC visited the school for a school assembly, it was Easter themed and about the meaning of Easter eggs.
- HS had a visit booked for 3 June 2026.

11.2 Governors were reminded to attend HEP Governor training, to include safeguarding training

12. AOB

There was no other business.

13. Next meetings

Next meeting: 2 July 2026

14. Confidential Items - See Part 2.

Part 1 closed at 7.35pm. Following the conclusion of Part 2, the meeting closed at 7.45pm.

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Signed by the Chair of Governors Date