



Eden Primary School

FULL MEETING OF THE BOARD OF TRUSTEES – OPEN MINUTES

Wednesday 21 May 2025 at 7:00pm

Trustees:

Steve Miller (SM)

Brian Lerner (BL) - *apologies*

Amelia Lasserson (AL)

Simone Newton (SN)

Matt Halfin (MH) - *late*

Joanna Ogle/Falkof, New Co-opted Trustee (JO)

Helen Style, New Co-opted Trustee (HS)

Helen Graff, Headteacher (HG)

Also in attendance:

Deniz Ozturk, School Business Manager (DO)

Jane Ware, Clerk - Haringey Education Partnership

+ denotes absence

The quorum for this meeting is either one third or 3 Trustees, whichever is larger.

ACTIONS LOG

Date	Item	Action	By Whom	Status
09/03/25	5.2.1	Trustees to complete this tool on Governorhub - Board of Trustees - Effectiveness . <i>Update: HS and JO to complete this.</i>	Trustees	Pending
09/03/25	6.3	Trustees to email HG or Pejman Ellis with details of anyone who may be a tier one crowdfunding donor.	Trustees	Completed
09/03/25	8.4	Upload Exclusion Policy to the website.	HG	Pending
09/03/25	9.5	The health and safety policy needs to be updated and brought to Finance Committee.	DO	Pending
09/03/25	10.2.3	SLT should be given Chair's and Vice Chairs' contact details if required. <i>Update: Action plan to be placed on the first page of the risk register.</i>	HG	Pending
21/05/25	3.2	Clerk to update the minutes as per 3.1: <ul style="list-style-type: none"> Helen is a trustee. Quorum is either 3 or one third – which ever is larger, and this is currently 3. The fundraiser's names are Moosh Ben Ari and Pejman Ellis (6.3 and 6.4). 	JW	Completed
21/05/25	5.1.3	HG to liaise with other headteachers to keep abreast of developments, and to communicate with parents via the newsletter.	HG	Pending

21/05/25	6.2	Parent Trustee election to be completed by the July Board Meeting.	HG, Chair, Clerk	Pending
21/05/25	7.2.3	The Chair to research the accountant.	The Chair	Pending
21/05/25	7.2.4	Increase the voluntary contribution by parents by 5%.	DO	Pending
21/05/25	9.3	The Chair to email staff members to thank them for their excellent efforts supporting visits and trips.	The Chair	Pending
21/05/25	13.2	Meeting dates to be signed off at the next FGB and Trustees to email the Chair about this.	All	Pending

PART I Public Matters

DVAR TORAH

To introduce the meeting, the Chair presented statistical information about current attendance trends in Jewish schools in England, falling numbers of pupils over the past three years and the reasons why parents choose Jewish schools.

1.0	WELCOME/INTRODUCTIONS AND APOLOGIES FOR ABSENCE
1.1	The Chair welcomed Trustees to the meeting. Apologies were noted and accepted from BL.
2.0	DECLARATIONS OF INTEREST, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA
2.1	There were no declarations.
3.0	<u>MINUTES OF THE LAST MEETING – 3 March 2025</u>
3.1	Amendments noted were that: <ul style="list-style-type: none">• Helen is a trustee.• Quorum is either 3 or one third – which ever is larger, and this is currently 3.• The fundraiser's names are Moosh Ben Ari and Pejman Ellis (6.3 and 6.4).
3.2	<i>Action: Clerk to update the minutes as per 3.1.</i>
3.3	Trustees AGREED that the minutes were accurate subject to the above amendments.
3.4	The minutes were AGREED and APPROVED as an accurate record of the meeting and signed online by the Chair.
4.0	MATTERS ARISING FROM THE MINUTES
4.1	There were no actions or matters arising.
5.0	CHAIR'S ITEMS
5.1	<u>School Street</u> <ul style="list-style-type: none">• School street letter to parent• School street notes from other local schools
5.1.1	Highlights were: <ul style="list-style-type: none">• There are proposals to make Creighton Avenue a school street.• Many parents are not in favour of this, some have written in to the school about this and the Chair has responded to them.• Parents more widely are also not in favour.• Local headteachers agree that a collaborative approach by schools is best.• HG has been liaising with the Haringey school's active travel officer, Wendy Thorogood, who promotes healthy lifestyles and walking to schools, and is the contact for school streets.• An update is that there has been a steer from the lead member for environment from Haringey, and Creighton Avenue school street plans are being paused in order to engage more with the community and schools.• The school is a faith school and the catchment is not necessarily within walking distance. Pupils come from neighbouring areas and Boroughs.• More evidence would be needed to substantiate Creighton Avenue becoming a school street.• Traffic calming would be useful to some extent but the viability of access to the school is important for prospective parents.• For parents that take less than a five minute journey from Colney Hatch Lane it would then take about ten minutes.• There will be significant impact on other streets in the surrounding areas
5.1.2	Q: What about staff accessing the school by car? A: 10% of staff can have exemptions to the school street and this would amount to about four passes.
5.1.3	<i>Action: HG to liaise with other headteachers to keep abreast of developments, and to communicate with parents via the newsletter.</i>
6.0	BOARD MEMBERSHIP MATTERS

	<ul style="list-style-type: none"> New appointments, vacancies, any expiring terms of office <ul style="list-style-type: none"> Co-option of Helen Style and Joanna Falkof Parent Trustee election
6.1	<p>Highlights were:</p> <ul style="list-style-type: none"> Helen Style and Joanna Falkof were formally co-opted by the Trustee Board.
6.2	Action: Parent Trustee election to be completed by the July Board Meeting.
7.0	FINANCIAL MANAGEMENT
7.1	Report on 25-26 budget process
7.1.1	<p>Highlights were:</p> <ul style="list-style-type: none"> The budget has been balanced in the first draft and should remain as such following various amendments. The budget is based on all that is currently known about teacher and support staff pay rises, contract inflation and DfE income and grants. Building repairs of £14k have been added to be absorbed by the budget prior to knowing the fundraising outcome, so the £14k could be used for other things now. The next Finance Committee meeting is on 18 June 2025 when the Committee will sign off the budget.
7.2	QC recommended level for 25-26
7.2.1	<p>Highlights were:</p> <ul style="list-style-type: none"> Trustees were invited to review the QC Parent Letter and the suggestion was to increase by 5% whilst inflation is 4.1% over the past twelve months. This process could be outsourced to an accountant who could send a gentle but formal reminder as some other schools do, and the gain is positive. If letters are timed at the end of the tax year then they should highlight how gift aid can be claimed back.
7.2.2	<p>Q: Is there an acknowledgement by the school in light of the recent match funding? A: No, it is a separate thing as the match funding was about the crowd rather than individual families and this has been carefully worded.</p> <p>Q: Is there a way for parents to appeal if they cannot afford the suggested voluntary contribution? A: Yes, they write in and the school responds that that is fine.</p> <p>Q: Is it clear that there is an expectation that everybody makes a donation of some amount? A: Yes. Some families ignore the request and do not donate anything, whereas some families write in and donate what they can afford at the time with further payments made later in the year.</p> <p>Q: Is there a way to make the payment process really easy and payable via phone? A: Yes, currently it can be done by parent pay or there is an open banking option which could be explored such as sum up.</p>
7.2.3	Action: The Chair to research the accountant.
7.2.4	Action: Increase the voluntary contribution by parents by 5% - DO.
7.3	Crowdfunding event
7.3.1	<p>Highlights were</p> <ul style="list-style-type: none"> The crowdfunding event was held on Sunday 18th and Monday 19th, driven by Pejman, Moosh, Vicky Levy and Mandie Winston. They raised £60k in major donors so the first £60k was matched to make £120k. They set a target of £100k which was met by Sunday evening. The second target of £120k was met by Monday lunchtime and by Monday evening the total raised was £153k. There were 98 teams signed up and 951 separate donors. The Eden Parent Group has a bank account where the funds have been sent and there is a Memorandum of understanding between the Eden Parent Group and the school.

	<ul style="list-style-type: none"> The Eden Parent Group were really actively involved in the crowdfunding. The team that made the film for crowdfunding were acknowledged for their excellent work.
8.0	COMMITTEE & OTHER REPORTS
8.1	<u>Audit, Finance and Staffing Committee Report</u>
8.1.1	<p>Highlights were:</p> <ul style="list-style-type: none"> There was an extra Finance meeting on 16 May 2025. The last Audit, Finance and Staffing Committee meeting of 23 April 2025 were noted.
8.2	<u>Achievement Committee Report</u>
8.2.1	The Achievement Committee meeting minutes of 28 April 2025 were noted.
8.3	<u>Reports from other link Trustees including visits</u>
8.3.1	Completed visits and filed reports as per the visits folder on Governorhub .
9.0	HEADTEACHER'S REPORT: Oral presentation - HG
9.1	<p>Highlights were:</p> <ul style="list-style-type: none"> All alumni parents were emailed but blocked due to LGFL assuming that HG had been spammed and it took five days to open access again to the account, which is why there was no headteacher's report. Pupil numbers are not a concern and reception will be full. There are three pupil premium students, compared with none last year. Two suspensions of four and five days each were made for one child. There is one significant staff absence. One teacher comes back from adoption leave in July. Staffing of all classes with teachers is now sorted. The trainee teacher and ECT have had consistently excellent performance reviews and will be teachers next year. Turn it On do a filtering and monitoring audit which will be completed. There was a recent successful evacuation. There have been lots of trips and visits, notably year 5 have had a PGL residential to Grosvenor Hall which went really well despite being a class with high need, largely due to excellent staff efforts to be fully inclusive. A camping residential is scheduled. The school's bar mitzvah is on 11 July 2025 which will include a service led by children and later a party with games and activities. Parents will be invited in. Each child will be given a piece of material which will be quilted together for the tallit and they will gather and be blessed underneath it. On 13 July 2025 there will be a barbecue for all alumni of the school and their families, which will be a ticketed event. Trustees are invited to attend the morning service. The school improvement partner (SIP) visit and learning walk was a week ago. There was a peer review today and the theme was writing, and the feedback was really positive and will be presented in the Achievement Committee. Two further EHCPs have been accepted and several are in dispute. The school development plan (SDP) suggestions for next year are nearly complete and will come to the Achievement Committee. Maths curriculum evening for parents is scheduled. The School Council are involved in terms of pupil voice with having input as to how the crowdfunds will be spent.
9.2	<p>Q: Is there a way that Trustees can formally recognise the special efforts by staff?</p> <p>A: There is no over time, and support staff are paid six hours for an over night. Informally they are acknowledged by the headteacher.</p>
9.3	Action: The Chair to email staff members to thank them for their excellent efforts supporting visits and trips.
10.0	STAFFING

10.1	<u>Staffing structure for 25/26</u>
10.1.1	See Confidential Minutes.
10.2	<u>Staff wellbeing</u>
10.2.1	The staff wellbeing survey will be circulated this half term.
10.2.2	The parents survey will also be circulated this half term.
11.0	POLICIES TO ADOPT
11.1	There were no policies to review or adopt.
12.0	GOVERNANCE <ul style="list-style-type: none"> • GDPR: any breaches of governance • Risk Register: any items or actions to report • Feedback from any training Trustees have undertaken
12.1	<u>GDPR</u>
12.1.1	There were no breaches of GDPR to report.
12.1.2	There are regular audits.
12.1.3	The cyber risks are managed by the IT company and the data risks are managed by the DPO.
12.2	<u>Risk register</u> https://app.governorhub.com/document/682dd3a6a701c0e0c31ca669/view
12.2.1	See Confidential Minutes.
12.3	<u>Feedback from any Trustee training</u>
12.3.1	PD completed introductory governance training.
12.3.2	It was noted that Governor Training is available to book on the HEP Booking Hub and details can be accessed in the Summer Training Programme .
13.0	ANY OTHER BUSINESS
13.1	25/26 meeting dates
13.2	<i>Action: Meeting dates to be signed off at the next FGB and Trustees to email the Chair about this.</i>
13.3	It was AGREED that JO and HS would join the Board as Trustees.
13.0	CONFIDENTIAL ITEMS
13.1	See Part 2 minutes.

The meeting closed at 9.10pm.

Signed.....Date

Steve Miller

CHAIR OF TRUSTEES