

Pay Committee
Minutes of the Meeting held on Monday 3rd March 2025
at 6:30pm online via Google Meet

PART A



Gemma Davies (GD)	Co-opted Governor	Present	
Penelope Bradbury (PB)	Parent Governor	Present	
Vajeha Haq (VH)	Parent Governor (Chair)	Present	
David Murden (DM)	Ex-Officio Governor / Headteacher		Absent
Rosemary Viggiani (RV)	Clerk	Present	

	Item	Action
1.	<p>Welcome; Apologies for absence and quorum (3)</p> <p>VH opened the meeting at 6:05pm and welcomed all to the meeting.</p> <p>All governors were present; it was noted that David Murden was not present as the purpose of the meeting was to finalise the HTPM process and agree the payrise for the Head..</p> <p>Declarations of Interest</p> <p>There were no declarations of interest regarding items on the agenda.</p>	
2.	<p>Minutes of the previous meeting held on 15th October 2024</p> <p>DECISION: Governors deferred approval of these Minutes as this is an extra-ordinary meeting of the Committee as a part of the HTPM Process.</p>	
3.	<p>To review the HTPM process and agree the outcome</p> <p><i>Note: the discussions held under this item are recorded in the Part B Minutes.</i></p>	
4.	<p>Any other business</p> <p>There was no other business</p>	
5.	<p>Confidential items</p> <p>It was agreed that the discussions in this meeting under Item 3 should be recorded in the Part B Minutes as confidential.</p>	
	The meeting closed at 7:05pm	

Signed: <u></u>	Print Name: <u>VAJEHA HAQ</u>
Chair	Date: <u>14/10/25</u>

VH

Action list

Item	Action point	Who	By when	Update
Actions arising from the Meeting of the 18 th October 2023				
1	DM to feedback on a review of the school's TLR strategy, in particular with regards to wider leaders.	DM	Summer 2024	DM provided feedback as recorded in Item 2; action closed.
2	DM to review options for more regularly collecting personal data including ethnicity, disability / neurodivergence etc for both staff and students.	DM	Spring 2024	See discussion in Item 2 above. Action remains open.
3	RV to submit the change to the Pay Policy for consideration by the Finance, Audit and Risk Committee and Full Governing Board this term.	RV	Autumn 2023	The action was completed and the date for submission of applications to cross the threshold was updated. However not all staff were notified so some late applications have been allowed this year. Action closed.
Actions arising from the Meeting of the 15 th October 2024				
4	DM to ensure that the revised Pay Policy for 2024/25 is ready for approval by Governors at FGB in December 2024.	DM	FGB Dec 2024	
5	The Pay Policy for 2025/26 should be presented to FGB in July 2025.	DM	FGB July 2025	
6	GD to arrange for the Pay Committee to moderate the decision regarding the Headteacher's Performance Management in December 2024	GD	Dec 2024	

VH