

# East Devon Local Advisory Committee (LAC) Meeting



Minutes Autumn 2 2025							
Date & Time	25 <sup>th</sup> November 2025		Location	Drakes C of E Primary School			
Members Present	Initials			Also Present	Initials		
Corinna Tigg	CT	Chair/Foundation Gov		Rachael Sharpe	RS	Chief EO The Link	
Anne Pelosi	AP	AH Otterton		Charlotte Roe	CR	Governance professional	On line
Peter Halford	PH	D.O.I/EAH Drakes					
Martin Jacques	MJ	Ex Officio	On line				
Gillian Pyle	GP	HT Woodbury/Woodbury Saterton					
Sam Butler	SB	AH Branscombe/Farway Broadhembury					
Natalie Clark	NC	Parent Gov	On line				
Robert Pickering	RP	Parent Gov	On Line				
Sam Briant-Evans	SBE	Parent Gov					
Jack Corsellis	JC	Parent Gov					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Andy Keay	AK	Work Commitments			
Grace Chamberlain		Did not receive online invitation			
Lpaise Jacques		Work Commitments			
Claire Appleby		Work Commitments			

In Attendance	Initials	Capacity	Minutes to
F Mills	FM	Clerk	All

No	Item	Action
1.	<p><b>Attendees &amp; apologies noted as above. Welcome from CEO. Rachel Sharpe.</b></p> <p>Visits by CEO, Deputy CEO &amp; Director of Schools to all 23/24 schools within the Trust. RS acknowledged that there is a financial challenge for the Trust &amp; all schools. With 'recharges' for central team causing some concern. An action plan to reduce costs is being put together.</p> <p>Current strengths within the Trust: Support, H&amp;S, maintenance, governance.</p> <p>RS encouraged: Learning walks, triangulating evidence whilst still being supportive.</p> <p>The TED technique was explained as a significant tool for demonstrating support &amp; seeking evidence: <b>Tell me/explain/describe.</b> Training sessions to come for all.</p> <p><b>Pole of those given time by employer to attend:</b> A useful discussion ensued as none of the Governors new of this however many work for themselves so manage their time which can be a challenge.</p>	

Meeting of the Otterton Local Advisory Committee

Signed .....

Dated.....

2.	<b>Declarations of interest:</b> There were no declarations of pecuniary interest	
3.	<b>Approval of meeting minutes from Autumn 1 30.9.25.</b> The minutes were approved.	
4.	<b>Matters arising from 30.9.25 (not on the agenda)</b> 4.1 Governors to review the responses to the questions raised at the previous LAC and confirm if any supplementary questions. None	
5.	<p><b>Clerk Update.</b> On this occasion RS welcomed the Governors and thanked them for their work. RS noted that she saw many 'green shoots' in the East Devon Schools and eagerly awaited news of progress.</p> <p><b>5.1 Appointments/nominations:</b> Gillian Pyle has joined the LAC as the HT of Woodbury Salterton and as HT of Woodbury School currently working in a management partnership with The Link.</p> <p><b>5.2 Training</b> - Update on training Governors reminded they must complete L2 Safeguarding (Please send certificates to the Clerk). 2 new Governors reminded to complete KCSinE and to complete L2 Safeguarding when training becomes available. Clerk to send dates</p> <p><b>5.3 Clerk to Local Board Committee to update the governors on any local or national issues.</b> Claire Appleby is currently working on a peripatetic basis around the East Devon schools and is therefore not best placed to be a staff Governor for the LAC. PH suggested that an advert for a new Staff Governor be circulated around schools. Clerk to action Parent Governors also being sought for Littleham, Farway &amp; Branscombe. Academy Heads to seek suitable candidates.</p>	
6.	<p><b>Standards and Curriculum Committee Focus: Personal Development/Wellbeing – Relationship Education, PHSE &amp; RHSE</b></p> <p>Broadhembury: Jigsaw is used as guidance for use of social media. Good relationship with staff is helpful in addressing any issues.</p> <p><b>Social media:</b> It was recognised that whilst phones are not disruptive within the school group chats cause challenges/issues outside.</p> <p>SB reported flexibility in the curriculum to address issues &amp; concerns. School/Link</p>	All

	<p>Website gives guidance which is useful for parents.</p> <p>Wake up Wednesday for parents is used to share information with parents as are newsletters.</p> <p>The Link does not have a bespoke policy on mobile phone use but follows the guidance for both children &amp; staff in the Devon Safeguarding for schools policy. Which is used for all safeguarding matters.</p> <p><b>GP volunteered that Talks to parents about concerns are an excellent way forward.</b></p>	
7	<p><b>Standards and Curriculum Committee Focus: New OfSTED Framework –</b></p> <p>Discussion around the new OfSTED framework and how prepared the AH feels, are there any barriers/concerns, what support does the AH need?</p> <p>Training from LL to all AH meetings – some schools due OFSTED soon.</p> <p>Commence 2 weeks before schools. 15 minute update of OFSTED framework.</p> <p>Feedback from governors on their focus visits</p>	All
8	<p><b>Standards and Curriculum Committee Focus:</b></p> <p><b>Christian distinctiveness/SIAMS (For CofE Schools) with a learning walk.</b></p> <p>MJ attends Collective worship at Drakes &amp; Otterton on a weekly basis.</p> <p>In his visit to both schools MJ reported that he has conducted a learning walk and that the ethos of a C of E school is evident in every class through wall displays/ use of a cross in collective worship. He has interviewed the members of the Ethos Group and was delighted by their passions &amp; understanding. The Ethos group conducts collective worship every second week and this is enjoyed by all.</p> <p>The Raleigh Mission Community Open the Book team is a regular visitor to both schools and the children enjoy listening to ‘the oldies’ enacting the bible stories.</p> <p>SB reported that Foundation Governor NC had kindly agreed to work with local Minister to coordinate visits to school and ethos group.</p> <p><b>Curiosity used as theme.</b> Worship team 3 children (Using Awe to appreciate wonderful things in life) (Creativity – kind respectfulness – door).</p> <p>NC reported use of a Worship book – to keep a record of learning. Focus on Remembrance day in local schools.</p>	
9	<p><b>Feedback from Ethos Committees and Community Groups.</b> See notes in agenda item 8: It was noted that Ethos groups are open to all children irrespective of faith or</p>	MJ

	lack of faith.	
10.	<p><b>Successes and Sharing of Good Practice</b></p> <p>Any positive news to share or examples of good practice that could be shared within the LAC/across the Trust.</p> <p>GP reported the success seen with a recently set up Forest School for the school Toddler Group. This is supported by Governor Robert Pickering and has seen the number of attendees grew hugely in the last term. RP is also supporting the school to develop improved outside learning spaces.</p> <p>School Worship book makes a tangible record of themes &amp; celebrations in worship.</p>	All
11.	<p><b>School Updates</b></p> <p>Governors to receive/give either verbal update on any successes or concerns to include: See individual visit notes.</p> <p><b>Safeguarding Audit to be progressed next term.</b></p> <ul style="list-style-type: none"> <li>• PAN (to include pupils joined/left)</li> <li>• Pupil workload</li> <li>• <b>Staff wellbeing and workload:</b> It was noted that all staff are working hard especially in this long term. Most staff felt well supported and SB mentioned the excellent support recently received from other AHs, his DOI &amp; the central team during a difficult safeguarding issue he has been dealing with. All AHs use an open door policy for staff to discuss issues or concerns. PH has introduced a 'small schools network for East Devin where school with few classes can discuss best working practices, concerns and challenges. This was seen as very helpful.</li> <li>• Attendance (Our attendance targets for the Trust are <b>96.5%</b>, with an <b>aspirational target of 98%</b>)</li> <li>• Suspensions and permanent exclusions</li> <li>• Feedback on any parent forum meetings/parents' evenings/PTFA.</li> <li>• JC commented on the</li> <li>• ASIP update</li> <li>• Pre-school update</li> </ul> <p>GP reported the success seen with a recently set up Forest School for the school Toddler Group. This is supported by Governor Robert Pickering and has</p>	Governors/ Academy Head

	seen the number of attendees grew hugely in the last term. RP is also supporting the school to develop improved outside learning spaces	
12	<b>Sustainability Strategy:</b> NC offered to be the East Devon LAC Governor for sustainability. Review of individual policy & school key objectives: All schools have policy in place and working on objectives.	All
13	<b>Standards and Curriculum Trustees Meeting</b> <ul style="list-style-type: none"> <li>• Response to <b>draft</b> minutes (please be aware the minutes are draft and remain confidential until approved). NTR</li> <li>• Feedback on any issues raised from local board Chairs in S&amp;C Meeting: NTR</li> </ul>	Chair/ Governance Professional
14.	<b>Next S&amp;C Focus:</b> <b>Safeguarding Audit with a <u>LEARNING WALK</u></b> <b>Mid-year attendance overview</b> <b>Parent and Community Engagement</b> <b>Curriculum Subject – EYFS</b> (Note amended Spring 1 visit note to come.): Meeting to discuss the next S&C Focus. Governors to share best practice and raise any questions for clarification.	Chair
15.	<b>Evaluation of governance impact</b>  Review performance and value of the meeting - & how this will positively impact on our pupils, staff and Trust: Unusually this meeting was attended by the CEO & many AHs. It was useful, especially for the new Governors to hear from ‘the horses mouth’ about actions being taken in the school, progress & challenges. For East Devon LAC it was a bonding experience and a positive meeting which will benefit the children by greater understanding & empathy by the members of the committee.  Governors to discuss their role in Sustainability Strategy: This will be discussed at next meeting.	Chair
16.	<b>Summary of Questions to be raised at LAC Level: None</b>	Clerk/Chair
17.	<b>Summary of Questions to be raised at S&amp;C Level: None.</b>	Clerk/Chair