



## MINUTES

Minutes of the James Rennie School Local Advisory Board meeting, held at James Rennie School, California Road, Carlisle, Cumbria, CA3 0BU, starting on 19<sup>th</sup> June 2025 at 13:15pm.

### Attendance:

|                  |    |                       |
|------------------|----|-----------------------|
| John Barradell   | JB | LAB Chair             |
| Lisa Faulder     | LF | LAB Member            |
| Nick Timotheou   | NT | LAB Member            |
| Kerry Dunbobbin  | KD | Headteacher           |
| Rachel Woolley   | RW | LAB Member            |
| Kris Williams    | KW | Regional Director     |
| Lisa Johnston    | LJ | LAB Member            |
| Arthur Paynter   | AP | LAB Member            |
| Also present     |    |                       |
| Mary Glendinning | MG | Assistant Headteacher |
| Emma McDermott   | EM | Clerk                 |

### Apologies:

|              |    |            |
|--------------|----|------------|
| Brian Eaton  | BE | LAB Member |
| Mel Kinsella | MK | LAB Member |

### Absent:

|  |  |  |
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| Ref.      | Discussions and decisions                                                                                                                                                                                                                                                                                                       | Action |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 1/2024-25 | <p><b>Welcome, introductions and apologies</b></p> <p>Apologies were received and accepted from:</p> <p>Brian Eaton</p> <p>Mel Kinsella</p> <p>John welcomed the group congratulated Kerry in her new role as Headteacher. John thanked Kris for his hard work around the support he has offered Kerry during this process.</p> |        |

| Ref.      | Discussions and decisions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Action |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 2/2024-25 | <b>Declaration of interests and offer/receipt of gifts or hospitality</b><br>There were no new declarations.<br>John is going to be helping Westmorland and Cumberland council to create a Mayor of Cumbria, however this will not affect his involvement or role within the LAB.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |        |
| 3/2024-25 | <b>Minutes and actions from the last meeting</b><br>Minutes of the meeting held on 20 <sup>th</sup> March 2025 were agreed.<br>Ref. item #: 3/2024-25<br>Minutes were agreed and signed off.<br><br>SLT still need to contact their working groups to get started on each focus area.<br>Dates were in the diary for a meeting between John, Kerry and Emma Hamer, however this got cancelled at the last minute. John will keep chasing this up.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |        |
| 6/2024-25 | <b>Designated teacher for looked after children update:</b><br>Mary explained that school currently have 5 looked after children. These are connected with wider authorities such as Cumberland, Westmorland and Liverpool. Mary regularly meets with these agencies to discuss the progress, needs and strengths for each child. Mary makes requests for support that can't necessarily be accessed through James Rennie, for example she can make requests for funding for services such as occupational therapist, sensory support and orthopaedic services.<br>Mary sets targets for provision for her looked after children. Mary advised that she has good relationships with both the parents and local authorities. For each looked after child there is a named social worker and they are stable in terms of appointment. The conferences and reviews are termly. The support that school can provide looked after children is really positive, last year some looked after children left James Rennie and are now living in assisted living which is brilliant! |        |
| 4/2024-25 | <b>Feedback from LAB Liaison and other Board/Committee meetings</b><br>John advised that there hasn't been much else discussed from the last liaison meeting. There was a discussion about moving the times of LAB meetings to the evenings rather than during the school day, however the LAB have decided to leave the time of the meetings the same.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |        |
| 5/2024-25 | <b>Head's update</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |        |

| Ref. | Discussions and decisions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Action |
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|      | <p><b>Pupil Numbers:</b></p> <p>Pupil numbers have changed significantly since the last LAB meeting. School have been in discussions with the local authority regarding increasing capacity. The school pupil numbers for next year is now at 216. The school has raised to 69% in pupil numbers in the last 4 years.</p> <p>John is prepared to as a local resident and LAB member to contact the local authority and raise his concerns around this increase in pupil numbers. Kris also advised that local, and parental voices are very powerful when it comes to discussions around the school's capacity. Kerry advised that as pupil numbers continue to rise there is a greater health and safety risk. John is going to chase Emma Hamer again for another meeting.</p> <p><b>Staffing:</b></p> <p>Due to increased pupil numbers, school will need to recruit a teacher and several teaching assistants in the next few weeks.</p> <p><b>Wider Eden News:</b></p> <p>Carley and Sam visited a couple of weeks ago to look at leadership and capacity. This visit went really well and there weren't many development/improvement points raised.</p> <p><b>Priorities for the year:</b></p> <p>Kerry advised that the school development plan is included in the LAB paperwork pack and school are on track with this.</p> <p><b>School news:</b></p> <p>School recently had an incredibly successful work day which involved over 20 local businesses and organisations showcasing their work to all of the pupils. The school had visits from organisations such as Cumbria police, Cumbria fire and rescue, Currys and Tool station etc. All of the pupils were able to access this and they loved it! This event was featured in the local news.</p> <p>Summer sports has also started up this term and the pupils have been accessing gymnastics, swimming, sailing, fell walking, and golf. The pupils absolutely love these experiences. Sixth from students have also been out this week on their silver award for Duke of Edinburgh.</p> <p>The annual festival Glastonrennie is taking place on 27<sup>th</sup> June and all LAB members are invited to this.</p> <p><b>Kerry's new role:</b></p> <p>Kerry advised that after a successful interview with Carley Holliman and John Moffat, she will be transitioning to the role of Headteacher starting in September. Kerry is</p> |        |

| Ref.      | Discussions and decisions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
|           | incredibly excited about this new chapter. Kris will step down from his position as Executive Head but will remain as the Regional Lead for James Rennie.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |        |
| 6/2024-25 | <b>Stakeholder engagement</b><br>Nothing to add                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |        |
| 7/2024-25 | <b>LAB engagement</b><br>Nothing to add                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |        |
| 8/2024-25 | <b>Items to be raised with the Board of Trustees</b><br>Nothing to add<br><b>Any other business:</b><br>Arthur announced that after many years on the LAB team he now feels like it is the right time to step down. He has loved every minute of the LAB and would still like to be involved with the school, however doesn't feel like he can contribute much to the discussions/meetings. Kris thanked Arthur for all of his hard work and dedication to the school over the last 30+ years. Kris advised that Arthur will always be part of the James Rennie family and that he is more than welcome to still attend any events and meetings when he wants to, as more of a guest. |        |

There are no confidential minutes for this meeting.

Meeting closed at 19/06/2025 at 14:30pm.

These minutes have been issued to the Chair and Head for comment / agreed by the Chair and Head / agreed by the LAB at its subsequent meeting on 19/06/2025

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## ACTION SUMMARY

| Agenda item x/2023-24 |  | Action                                                                                             | Who |
|-----------------------|--|----------------------------------------------------------------------------------------------------|-----|
|                       |  | Have SLT been in contact with their working groups to get discussions started on their focus areas | KD  |
|                       |  | Are we any further forward with the meeting between John, Kerry and Emma Hamer                     | JB  |
|                       |  |                                                                                                    |     |
|                       |  |                                                                                                    |     |

A handwritten signature in dark ink, appearing to read 'J. B. Hamer', followed by a large, stylized flourish or checkmark.

