



Overview of St. Nicholas Catholic Primary School Local Governing Body (LGB) 2025 – 2026



Local Governing Board		School: St. Nicholas Catholic Primary			
Name of Governor	Term of Office	Business interests and governance in other Educational institutions	Attendance at meetings 2024/2025	Committees and Responsibilities	Attendance at meetings 2025/2026
Mr Neil Porter Executive Principal	Ex Officio by virtue of Head Teacher/Principal	None	5/5	Executive Head Teacher	1/5
Mrs Claire Noble-Barton Head of School	Ex Officio by virtue of Head Teacher/Principal	None	5/5	Head of School.	1/5
Miss Katy Smith Staff Governor (01)	05/05/2023 – 04/05/2027	Class Teacher at St. Nicholas.	5/5	Senior Leader. Staff Governor. Health & Safety Link Governor.	1/5
Mr Richard May Foundation Governor (01)	08/06/2024 – 07/06/2028	Executive Principal of Bishop Milner & Stuart Bathurst – ASCL. Son of Maureen May on LGB.	5/5	Chair of LGB. Principal Performance Management & Appraisal. Curriculum Link Governor (Early Years/Maths).	1/5
Miss Mary Casey Foundation Governor (02)	30/04/2022 – 29/04/2026	None	5/5	Vice Chair of LGB. Principal Performance Management & Appraisal. Looked After Children & Curriculum Link Governor (English).	1/5
Mrs Maureen May Foundation Governor (03)	15/06/2022 – 14/06/2026	Mother of Richard May on LGB.	5/5	Admissions & Appeals. Religious Education Link Governor.	1/5
Mrs Helen Naraine Foundation Governor (03)	16/12/2024 – 15/12/2028	Employee at Holy Cross Primary School – SJPIIMA. One child at St. Nicholas.	5/5	SEND & Inclusion Link Governor. Mental Health & Wellbeing Link Governor.	0/5
Mrs Louise Davies Foundation Governor (05)	30/05/2025 – 29/05/2029	Employee at ATLP	1/1	Child Protection & Safeguarding Link Governor. Information Technology & Online Safety Governor.	1/5
Deacon Owen Gresty Foundation Governor (06)	09/09/2025 – 08/09/2029	None	N/A	Catholic Life & Collective Worship Link Governor.	1/5
Mrs Louisa Byrne Parent Governor (01)	12/04/2025 – 11/04/2029	None	1/1	Educational Visits Link Governor.	1/5
Mr James Spencer Parent Governor (02)	16/12/2024 – 15/12/2028	Employee at Compassion UK. Sister-in-law works at Sacred Heart – SJPIIMA. One child at St. Nicholas.	5/5	Pupil, Sports & Catch Up Premium Link Governor.	1/5

All Governors sign documentation annually stating that they hold no pecuniary or financial interests in line with statutory guidance. This is recorded in minutes accordingly.



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LOCAL GOVERNING BODY MEMBERS			
Foundation Governor (6)		Parent Governor (2)	Staff Governor (1)
01	Richard May (Chair)	Louisa Byrne	Katy Smith
02	Mary Casey (Vice-Chair)	James Spencer	
03	Maureen May		
04	Helen Naraine		
05	Louise Davies		
06	Deacon Owen Gresty		
	+ Neil Porter (Executive Principal)		
	Claire Noble-Barton (Head of School)		
			Academy Associate Members
			Teresa Cotter (CEO)
			Emma Samuel (COO)

Specific Link Governor Roles and Responsibilities

HEAD TEACHER PERFORMANCE MANAGEMENT & PAY REVIEW	SPECIFIC GOVERNOR RESPONSIBILITIES		
	AREA	LINK GOVERNOR	SCHOOL LINK
Mary Casey Richard May + 2 from SS Peter & Paul LGB Teresa Cotter (CEO)	Child Protection & Safeguarding (CL&WB)	Louise Davies	Neil Porter & Claire Noble-Barton
	Health & Safety (HR&Ops)	Katy Smith	Neil Porter & John Carroll
	Educational Visits (HR&Ops)	Louisa Byrne	Neil Porter & Katy Smith
	Religious Education (CL&WB)	Maureen May	Claire Noble-Barton
	Catholic Life (CL&WB)	Deacon Owen Gresty	Neil Porter & Claire Noble-Barton
	Collective Worship (CL&WB)	Deacon Owen Gresty	Claire Noble-Barton
	SEND & Inclusion (C&S)	Helen Naraine	Rebecca Burling-Finn
ADMISSIONS & APPEALS	Curriculum – Early Years (C&S)	Richard May	Katy Smith & Eleanor Bowen
	Curriculum – English (C&S)	Mary Casey	Katy Smith
Maureen May Mary Casey Claire Noble-Barton Neil Porter	Curriculum – Mathematics (C&S)	Richard May	Katy Smith & Claire Noble-Barton
	Looked After Children (CL&WB)	Mary Casey	Neil Porter
	Mental Health & Wellbeing (CL&WB)	Helen Naraine	Claire Noble-Barton
	Pupil & Sports Premium (A&F)	James Spencer	Neil Porter
	Information Technology & Online Safety (HR&Ops)	Louise Davies	Neil Porter

ADMISSIONS & APPEALS COMMITTEE
The Admissions & Appeals Committee will only meet should the need arise. Likely events are: - Authorising the admissions placement list for the new academic year, including the review of Supplementary Information Forms (SIF) and offer of places for Reception (February) - An appeal hearing for an admission place - A problem applying the School Agreed Admission Criteria - Authorisation and review of 'In-Year' Admission Applications



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ST. JOHN PAUL II MULTI ACADEMY SUB COMMITTEE MEMBERSHIP (Invite only, as and when necessary)

HUMAN RESOURCES & OPERATIONS (HR&Ops)	AUDIT & FINANCE (A&F)	CATHOLIC LIFE & WELLBEING (CL&WB)	CURRICULUM & STANDARDS (C&S)	LGB CHAIR & VICE CHAIR (C&VC)
Katy Smith Louisa Byrne Louise Davies	Richard May James Spencer	Mary Casey Helen Naraine Maureen May	Mary Casey Richard May Helen Naraine	Richard May (Chair) Mary Casey (Vice Chair)

LOCAL GOVERNING BODY MEETINGS (LGB)

Meeting 1 – Autumn Term 1	Meeting 2 – Autumn Term 2	Meeting 3 – Spring Term 2	Meeting 4 – Summer Term 1	Meeting 5 – Summer Term 2
Monday 29 th September 2025 @ 6.00 pm (In Person) (End of Year Review/New Year Start)	Monday 24 th November 2025 @ 6.00 pm (Virtual)	Monday 2 nd March 2026 @ 6.00 pm (In Person) (Autumn Term Review)	Monday 20 th April 2026 @ 6.00 pm (Virtual) (Budget Setting)	Monday 22 nd June 2026 @ 6.00 pm (In Person) (Spring Term Review)

LINK GOVERNOR VISITS

LEARNING WALKS & MEETINGS

Autumn Term – Visit 1	Initial	Spring Term – Visit 2	Initial	Summer Term – Visit 3	Initial
01. Safeguarding Review Louise Davies, Claire Noble-Barton & Neil Porter Date:		01. Safeguarding Review Louise Davies, Claire Noble-Barton & Neil Porter Date:		01. Safeguarding Review Louise Davies, Claire Noble-Barton & Neil Porter Date:	
02. Religious Education Curriculum & Data Review Maureen May & Claire Noble-Barton Date:		02. Religious Education Curriculum & Data Review Maureen May & Claire Noble-Barton Date:		02. Religious Education Curriculum & Data Review Maureen May & Claire Noble-Barton Date:	
03. Catholic Life & Collective Worship Review Deacon Owen Gresty, Claire Noble-Barton & NP Date:		03. Catholic Life & Collective Worship Review Deacon Owen Gresty, Claire Noble-Barton & NP Date:		03. Catholic Life & Collective Worship Review Deacon Owen Gresty, Claire Noble-Barton & NP Date:	
04. SEND & Inclusion Review Helen Naraine & Rebecca Burling-Finn Date:		04. SEND & Inclusion Review Helen Naraine & Rebecca Burling-Finn Date:		04. SEND & Inclusion Review Helen Naraine & Rebecca Burling-Finn Date:	
05. Curriculum – EYFS Review Richard May, Katy Smith & Eleanor Bowen Date:		05. Curriculum – English Review Mary Casey & Katy Smith Date:		05. Curriculum – Maths Review Richard May & Katy Smith Date:	
06. Health & Safety Review Katy Smith, John Carroll & Neil Porter Date:		06. Educational Visits Review Louisa Byrne, Neil Porter & Katy Smith Date:		06. Looked After Children Review Mary Casey & Neil Porter Date:	
07. Pupil Premium Funding Review James Spencer & Neil Porter Date:		07. Information Technology & Online Safety Review Louise Davies & Neil Porter Date:		07. Sports Premium Funding Review James Spencer & Neil Porter Date:	
08. Mental Health & Wellbeing Review Helen Naraine & Claire Noble-Barton Date:		08. Mental Health & Wellbeing Review Helen Naraine & Claire Noble-Barton Date:		08. Mental Health & Wellbeing Review Helen Naraine & Claire Noble-Barton Date:	