Minutes of meeting

**Present**
- Gurdev Singh (GS)
- Ian Forsyth (IF) - Chair
- Lucia Hawes (Clerk)
- Helen Manley (HM)
- Cllr Jonas Yonga (JY)
- Sukaina Manji (SM)
- James Groombridge (JG)

**Apologies**
- Nick Senior (NSr)
- Adrian Peters (AP)
- Dave Roberts (DR)
- Barbara Crellin (BC)
- Iain Simper (IS)
- Vivienne Fleet (VF)
- Philip Davies (PD)
- Cllr Brian Rush (BR)
- John Flack (JF)
- Zulfikar Manji (ZM)
- Sue Ward (SW)

**No.** | **Agenda Item** | **Action**
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1 | Welcome and apologies for absence | 
1.1 | New member, Councillor Jonas Yonga was welcomed to the meeting. Helen Manley introduced herself as temporary replacement for Sue Ward. Apologies were received from Nick Senior, Dave Roberts, Barbara Crellin, Philip Davies, Cllr Brian Rush, John Flack and Zulfikar Manji. | 
1.2 | Members were informed that:  
- Dave Roberts had resigned from SACRE;  
- Barbara Crellin had been recruited to another SACRE and so would no longer be a member of Peterborough SACRE;  
- Susie Hall, LA representative, had left the Council;  
- Sue Ward, RE & SACRE Adviser, will be retiring in December. | 
1.3 | The Clerk informed that the meeting was not quorate (no representative from Group B – Church of England representative) and that any decisions could be ratified via email. | 
2 | Election of Chair | 
2.1 | GS nominated Ian Forsyth as Chair. This was seconded by JY. There were no further nominations.  
**Action:** Clerk to email to ask absent members to elect Chair via email. | Clerk
3 | Election of Vice Chair | 
3.1 | IF nominated Sukaina Manji as Vice Chair. This was seconded by GS.  
**Action:** Clerk to email to ask absent members to elect Vice Chair via email. | Clerk
4 | Minutes of the last meeting (10th Feb 2015) | 
4.1 | The minutes were agreed as a true and accurate record of the meeting and were signed by the Chair. | 
5 | Matters arising from the minutes | 
5.1 | Item 3.4 – action will be completed before the next meeting.  
**Action:** Development Sub Group to look at the procedure of co-opting members and dealing with public attendance at meetings and | Dev Sub Group
**Item 3.5** – action will be completed before the next meeting.  
**Action:** GS to convene and lead cross curriculum material development working party.

**5.3** Item 3.7 – School visits to places of worship questionnaire is covered in item 10 of these minutes.

**5.4** Item 4.1 – Teach RE course. A couple of SACRE members have signed up to the course. JG reported that he is completing the course and talked about how useful it is to him as both a teacher of RE and as a SACRE member.

**5.5** Item 5.1 – IF reported that he has emailed Lord Nash but has not yet received a reply.  
**Action:** IF to give an update to SACRE at the next meeting.

**5.6** Item 9.1 – The Annual Report 13-14 was completed and circulated to NASACRE, schools and SACRE members. It can be found on the SACRE page of the Council website.

**5.7** Item 10.1 – letter had not been sent due to Sue Ward being taken ill unexpectedly.  
**Action:** HM to draft a letter to schools on behalf of SACRE to offer support on various faiths and a contact name and email for advice.

In response to a question, HM explained that an interim RE advisor is currently running the RE courses and network meetings in Peterborough.

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6 **Correspondence**

6.1 **AREIAC summer newsletter**

The AREIAC summer was circulated to members prior to the meeting. Summarises recommendations for RE. HM reported that schools have been confused that there are still levels for assessment in RE yet not in other subjects.

SACRE discussed the recommendations for RE as stated in the newsletter.

HM stated that Ofsted firstly look at data and school websites before they visit a school. Therefore, SACRE requested that schools are reminded of their statutory duty to provide information about teaching of RE and collective worship on their website.  
**Action:** HM to make sure that statutory information with regards to RE on the school website is added to the network meetings agendas.  
**Action:** Clerk to email all RE Co-ordinators to make them aware.

6.2 **A New Settlement: Religion and Belief in Schools (Charles Clarke and Linda Woodhead)**

The document was circulated to members prior to the meeting and it was discussed at the meeting.

6.3 **Letter from Sue Ward**

The letter was circulated to members prior to the meeting. HM said that all SACRE members are invited to Sue’s leaving party: Monday 7th December 2015, 16:30-18:00 at Stanton House, Stanton Way, Huntingdon, PE29 6XL.

The Chair recognised Sue for the huge amount of work and dedication she has given to SACRE over the years. SACRE members wanted to express their thanks to Sue and said that she will be missed.

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7 **Discussion of budget and development plan**
### 7.1 The budget report 2015-16 was tabled at the meeting. **Action:** Clerk to email the development plan to HM.

SACRE discussed how they would like the budget to be allocated for 2016-17. RE results have improved over the years which has been supported by the work of Sue Ward (RE Adviser) and the Agreed Syllabus 2013 and because of that there is a need to increase the support to schools to further improve these results. If the SACRE budget was to be reduced there would be less support to schools hence a risk to the RE results. With this in mind, SACRE proposed an increase to the Adviser salary costs. SACRE recognised that in order for an increase in salary costs to be approved they would need to provide evidence that this would benefit schools. It was suggested that, as Susie Hall has left the Authority, the portion of the SACRE budget allocated to her (LA costs) be reallocated into the Adviser costs.

After discussion, SACRE proposed that a proportion of the costs allocated to the Local Authority (i.e. the amount paid to Susie Hall) would be allocated to the RE Adviser contract costs to increase support to schools. **Action:** HM to discuss this with LA Officer who is managing the SACRE budget.

### 8 Proposal from Development Sub Group re the procedure of co-opting members and dealing with public attendance at meetings

#### 8.1 The Development Sub Group had not met. **Action:** Development Sub Group to meet before the next SACRE meeting and resubmit the proposal to SACRE.

**Action:** Clerk to add to the next agenda.

### 9 Cross-curriculum development working party report

#### 9.1 The Cross-curriculum development working party had not met. Their objective was to find out where RE type learning (SMSC) takes place across the curriculum. SACRE questioned how do schools embed the spiritual aspects of RE across the curriculum. It was suggested that this could be a possible follow up from the current survey. SACRE also talked about how they could support schools to embed SMSC across the curriculum. **Action:** This topic to be discussed at the next meeting. Clerk to add to next agenda.

### 10 Details of which schools go to which places of worship, which year groups and what time of the year. Are any barriers stopping schools from conducting such visits?

#### 10.1 The results of the school survey conducted by Iain Simper were circulated to SACRE prior to the meeting. **Action:** IS to provide a summary analysis report to SACRE.

The analysis of the survey will support the evidence that there might be barriers to visits to places of worship. SACRE would like to financially support schools with travel to places of worship. There was a discussion as to how much money would be available for this and how schools might bid for the funding. **Action:** Sub Group to meet on 4th November to put a proposal together about how this might work and who would make the decisions as to which schools are awarded the funding. The proposal will be shared at the next primary RE network meeting so teachers can have their input.

### 11 Feedback from individuals on their research (ref spreadsheet circulated after last meeting)
11.1 The spreadsheet detailing results of the research made by SACRE members about RE in schools was circulated to members prior to the meeting. 
**Action:** IF to summarise the results of the survey with some key points and contact the schools that have not yet been contacted. Other SACRE members to pursue the schools they have contacted but have not yet replied.  
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<th>Report from sub-groups</th>
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| 12.1 | There were no reports from sub-groups. It was suggested that the development plan be redefined and then reassign fewer sub groups to work on the individual tasks.  
**Action:** HM to task the new RE adviser (when appointed) with looking at the development plan with the development plan sub group. |

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<th>Annual SACRE report 2014-15</th>
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| 13.1 | HM informed SACRE that the 2014-15 annual report will need to be published in March 2016.  
**Action:** Clerk to source the relevant RE results data before 9th December.  
**Action:** Annual report sub group (IF, GS, SM, LH and HM) to meet on 9th December at 6pm to draft the report. |

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<th>14</th>
<th>Any other business</th>
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<th>15</th>
<th>Date and venue of next meeting</th>
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<td>15.1</td>
<td>10th Feb at 6.30pm at Town Hall.</td>
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The meeting closed at 8pm.  
Signed: ____________________  
Chair of SACRE