

**Minutes of the meeting of the
Cambridgeshire Standing Advisory Council on Religious Education (SACRE)
meeting at Sunley House and Microsoft Teams on
Thursday 5th October 2023 at 4.30pm**

Present:

Committee A

Aga Cahn (AC),
Julia Ewans (JE - SACRE Chair),
Raj Sha (RS)
Virginia Barnes (VB)
Silouani Craveiro (SC)
Becky Palmer (BP)
Sejad Mekic (SM)
Jag Srai (JS)

Committee B

Philippa Stevens (PS)
Jemma Coulson (JC)
Catherine Watts (CW)

Committee C

Tony Reynolds (TW - from 6:00pm)

Committee D

Cllr Philippa Slatter (PS – until 5.00pm)

Co-opted

Laura Penrose (LP)
Susan Scholan (SS)
Becky Layfield (BL)

In attendance

Laura Corcoran, - SACRE Clerk (LC)
Amanda Fitton - SACRE Adviser (AF)
Catrin Horrex, Barnwell Baptist Church – observing
Suranga Chandratillake, St Paul's Church, Cambridge, CofE – observing

No	Agenda Item	Action
1.0	<p>Welcome and introduction of new colleagues in attendance The chair welcomed all colleagues to the meeting and all members introduced themselves for the benefit of observers in attendance.</p>	
2.0	<p>Declarations of interest There were no new declarations of interest relating to items on the agenda.</p>	
3.0	<p>Apologies for absence Apologies had been received from Committee B - Michael Wilcockson Committee C - Dennis Johnson and Raymond Mitchell Committee D - Simon King and tentative apologies from Cllr Bullat Becky Layfield advised that she needed to leave the meeting early.</p>	

	<p>Not in attendance Isobel Rawlinson, Gill or Keith Prentice</p> <p>Due to having no representation in committee C until 6.00pm, the meeting was not quorate until this time.</p>	
4.0 4.1 4.2	<p>Appointment of SACRE Chair and Vice Chair</p> <p>It was agreed that this item would be deferred to the next meeting once quorate. Agreed that JE would chair the meeting as current SACRE Chair.</p> <p>A discussion took place about the current constitution and in particular the number of councillors required for SACRE to be quorate. This currently causes a problem in terms of being able to proceed with SACRE business at meetings. Agreed that AF would liaise with Richenda in Democratic Services to request on before of SACRE that the councillor constitution is reviewed.</p>	AF/Clerk
5 5.1	<p>Agree SACRE members Code of Conduct</p> <p>The chair went through NASACRE guidelines relating to how SACRE members should conduct themselves. The policy was agreed for 2023/24.</p>	
6.0 6.1 6.2	<p>Review SACRE Standing Orders / Terms of Reference</p> <p>Members referred to this document. The chair advised that the constitution which is set by the County Council can only be amended if a formal request is put in my SACRE members – and duly accepted.</p> <p>Other than Members' request in 5.2, SACRE accepted the Standing Orders and Terms of Reference in its current form.</p>	
7.0 7.1 7.2 7.3 7.4	<p>Plan for the year ahead</p> <p><u>Confirm remit of SACRE officers (Chair / RE Advisor /Clerk)</u> The clerk directed members to the NASACRE documents outlining the role of officers including the chair, RE advisor and Clerk. It was confirmed that AF works under a CCC job description and the clerk's JD is currently being reviewed. It was confirmed that whilst the chair and RE advisor work closely with the clerk, the clerk is not employed by SACRE but via PCC Governor Services.</p> <p><u>Review ways of working collaboratively and meetings arrangements</u> The chair took this opportunity to seek members views on how current collaborative working arrangements are going. Feedback from members was that using Teams for online meetings is fine, however in terms of accessing paperwork, it can be tricky when working with multiple accounts. Members agreed to continue with Teams for virtual meetings and for them to commence at 4.30pm. The clerk advised that non-sensitive papers can be emailed out in a zip file should anyone require this.</p> <p><u>SACRE Development Plan (Self-evaluation)</u> The clerk advised that the toolkit in the meeting folder is based on NASACRE version and it is suggested that in order to review the work of SACRE, this exercise is carried out in conjunction with the SACRE annual report. After a short discussion, it was agreed that a working group would be set up to review the first section of the document. Working group to consist of JE, AC and BP. Clerk to co-ordinate meeting via email.</p> <p><u>NASACRE training</u> Members were asked to maximise the subscription and take up training. The induction course is mandatory. Please book courses through the clerk so she can keep a record.</p>	Clerk/AF
8.0	<p>SACRE membership / recruitment and attendance of members 2022-23</p> <p>It was confirmed that following the resignation of Nicola Beeston, Michael Wilcockson had been appointed by Ely Diocese to Committee B. The clerk</p>	

	<p>advised that although she had received a good response to the recent recruitment campaign the vacancies are predominantly in committee A and this includes RC and Buddhist vacancy. There is also a headteacher vacancy in Committee C and Laura Penrose has confirmed that she is happy to fill this vacancy, removing her as co-opted member.</p> <p>The clerk was asked to remove union names from the SACRE membership, due to GDPR reasons.</p> <p>The clerk referred members to the attendance data for 2022-23 and confirmed that, in line with their own terms of reference, SACRE are able to dismiss members who have missed 3 subsequent meetings.</p> <p>The chair advised that although the clerk had gone out directly to faith organisations about the faith vacancies, it is officially the responsibility of the County Council to appoint and dismiss members.</p>	<p>LP/Clerk</p> <p>Clerk</p> <p>Clerk/JE</p>
9.0	<p>Minutes of 28.6.23 and matters arising The minutes were agreed as a true record.</p> <p>Matters arising There were no matters arising not covered on the agenda.</p>	
10.0	<p>Training for schools 2023-24 AF advised that all training sessions have been arranged for 2023-24 and that the booklet is in the meeting folder Network meetings will have a different focus this year, including elements of the new Agreed Syllabus. The programme has also gone out to Rutland, Lincolnshire and Peterborough.</p> <p>The Leading RE course will take place next week and will be attended by 14 people.</p> <p>A teacher member fed back that some schools were not receiving notifications about training events. AF said that whilst she is still only to send documents via Schools News (as opposed to sending documents directly to schools), it is possible for RE teacher colleagues to be added to the clerk's email circulation list. Teachers are also able to request to be added to the Schools News circulation list. The bulletin is sent twice a month.</p> <p>The clerk will also put events onto the SACRE social media.</p>	<p>Clerk</p>
11.0 11.1	<p>SACRE Annual report 2022-23 The clerk has drafted the report based on DfE guidance. Following AF and JE's comments It will then go to the LA for feedback before going onto the SACRE website. It was confirmed that there is no deadline for the publication of the report but it is typically done following the end of the financial year.</p>	<p>Clerk</p>
12.0 12.1	<p>Teachers to speak at SACRE meetings – update. Members discussed how they wanted to proceed for the new academic year. Members had found this exercise useful and interesting at the recent Peterborough meeting. Agreed that AF to talk to colleagues at Buckden next week so that someone could potentially talk at the 1 February meeting.</p>	<p>AF</p>
13.0 13.1	<p>Guidance on collective worship – update from sub-committee AF advised that the group had not met following the departure of Nicola Beeston. It was agreed that CW and JC would convene with AF and that further volunteers were welcome. Clerk / AF to send an email.</p>	<p>AF/Clerk</p>
14.0	<p>Members' updates (including community events, feedback from RE teacher reps on matters / recent Ofsted inspections)</p>	

	<p>AC updated members that there was an open day in September and it was very successful with over 100 people in attendance. The first school meeting will take place next week. AC said that the Synagogue have had to limit the number of schools to one per month and as such there is a waiting list.</p> <p>BP advised that colleagues at ? been doing work on RE recruitment and training and there has been some good publicity which is much needed in order to raise the profile of RE and national entitlement for RE.</p> <p>SM advised of recent events at The Mosque. We have been targeting educational institutions there has been a huge backlog of visitors including colleagues come from across the country. We also welcome people from local schools who are able to walk to the Mosque.</p> <p>JS advised that two schools per month are visiting the Gurdwara. We have had to limit this as it is run by volunteers and is the only Gurdwara within a 50 miles radius.</p> <p>RS gave details of two very exciting and very large events held recently in Cambridge including an event to which the prime minister attended in his capacity as a Hindu.</p> <p>Members discussed whether places of worship could provide virtual tours given the current capacity issue which is a nationwide problem. To be discussed further at the next meeting.</p> <p>Ofsted – AF advised of a school in Cambs’ which last year received an Ofsted deep diver – AF to share the report.</p>	AF
<p>15.0 15.1</p> <p>15.2</p>	<p>Any other business</p> <p><u>Early Years</u> AF advised that following a meeting with the Early years team in Cambridgeshire, a request has been made to update the Agreed Syllabus. At present the AS states that there should be 30 hours of teacher led activities and due to the guidance issued in September this must be updated to ‘directed led activities’. AF said that there does not need to be a lot of detail and this is not specified within the government requirements. Parents must be able to look at what is being taught on the website. Government doesn't specify how much detail you have to include.</p> <p>JE proposed that a small insert is added to the early years section and to reference to the fact that since the syllabus was launched there is new guidelines on the portion of work which is teacher led.</p> <p><u>New government guidance</u> JE advised that the government has issued guidelines on the make-up of SACREs. Fortunately, Cambridgeshire SACRE are already compliant.</p>	
<p>16.0</p>	<p>Meeting dates: Confirmed as follows: 1 February 2024 4:30-6:30pm 13 June 2024 4:30-6:30pm (Face to face)</p>	

The meeting closed at 18:15

Signed: _____
Chair of SACRE