

## Resources Committee Meeting 16th May 2018

Members: John Paul Turnbull (Ch), Debbie McCall, Duncan Priestley, Linda White

Apologies: Alan Woodward

**Meeting start 5.00pm**

**Meeting finish 7.00pm**

### Agenda

Latest financial overview

- Agreed it was broadly in line with plan when taking in to account less draw down from sources of donation and was therefore in the expected range
- **NOTE:** staffing costs are 85% of the total spend and this highlights the difficulty in spending capital donations.

3 year budget prepared notes to questions raised to David Natrass below:

- What makes up the 'High needs funding'
  - The High Needs funding is monies that are attached to a pupil with an Education Health Care Plan.
  - Only funds for one child although we have two with diabetes. Times is now an issue as both children require separate attention and this affects our provision
- Have we built in a income increase for school meals (School dinners £3.15 - £3.21) if so how much?
  - No, as no decision taken regarding that
  - The committee proposes that a 10p increase is passed on to parents if GB agree
- Is the nursery cost covered in the 'Community focused staff' line?
  - Yes re nursery cost, as I think it could rightly be described as such
  - Regarding the cost of providing nursery provision it is only the 13k salary all other costs within the building remain the same
- Building maintenance looks like a big drop but this is the cost for the playground which was covered by grant income
  - Building Maintenance - yes
- Educational visits shows a drop but when it is high we get income to bring the balance in line with the budget
  - We just put a notional figure in against a consequential income line to cover, as it's assumed that any costs will be covered by parents (or other source of funding) - So last year shows the actual cost over a year.
- IT costs are dropping a lot equipment and internet can you confirm why
  - See my other email to you, we paid 2 years' Broadband costs, this year + purchase of Laptops.

- The budget is approved and has been signed by the chair
- **NOTE:** the school and GB continue to urge the local community to look to build affordable housing to ensure the continued success of the school
- Benchmarking
  - Alan – Any update on benchmarking and Salix at the next meeting
  - Duncan believes this has not progressed because the local authority have not allowed the setup of the necessary direct debit at this stage
- Friends update on working relationship
  - **ACTION:** JPT to send a letter to the new friends committee to confirm the working relationship and give them an update on the three year budget
- Wraparound care update
  - Still going very well
  - Outdoor play and bike club are doing very well at the moment
  - Maintaining 40+ attendances per week

#### School sports funding

- Any issues with spending the income?
  - Met obligation of putting analysis on the website
  - No issues spending the funds

#### Staffing update

- Cleaning
  - Update on job vacancy
  - **NOTE:** the change of employee has not taken up any management time which helps validate the decision to outsource this role
- Nursery
  - Current cost will drop as we are moving to one staff member from two
  - This is approved by the local authority (Chris Blaire) due to the proximity of other school staff
- Student teacher is working very well

#### Update on pupil numbers

- Latest assumptions and changes
  - Kings Meaburn families
  - Part of budget discussion

- Prediction model is in place

#### Nursery latest

- Staff settling in?
- Equipment needs

#### Building issues latest

- Everything ok with capital spend on roof
  - Condensation?
  - Good news this has not been an issue in the recent heat, this item can come off the agenda now

#### H&S

- Debbie – Any updates?
- 'Kym Allen' visit undertaken
- We did well the target inspection score was 66 and we got 74
- Four years ago we got 66
- Would like to target 80 for next time
- Some actions to work on, we need to spread the larger jobs around
- Some small easy wins also
- **ACTION:** Debbie will work through this

#### AOB

- Need to discuss a succession plan for John Paul leaving the governors
  - Propose that in the Future David Natrass will distribute financial information to all governors as he did with the three year budget
  - **NOTE:** all governors should read the emails from David and comments are encouraged even if it is to clarify something that you feel you should know but don't
  - Will try to secure a governor with financial experience but hope to have more involvement from all members
  - Would encourage Pauline to make appearances at resources meetings

#### Policy updates required

○ **GDPR/Data Protection?**

**Resources**

- Small amendment made to the privacy documents circulated before the meeting to highlight that one month will be allowed for collating data request documents
- **ACTION:** Need to nominate the GDPR contact and these can be loaded on to the website
- **ACTION:** Duncan will make a list of personal data held, state why we have the data, how it is securely stored, who manages the data, how long we will hold it for