

Minutes of the Resources Committee of Offwell C of E Primary School held on 27th April 2016



		Present: Dr P Ambler (PA), Mrs Billington(AB), Mrs Holohan (SH), Mr Tristram (JT), Mr Veentjer (PV) & Mrs Davey (JD) (clerk)	Action By	Time scale
1		Apologies: None received all present		
2		Pecuniary Interest: Governors were invited to declare any relevant Pecuniary Interest at that point or if it became apparent that there was one later in the meeting.		
3		Minutes of last meeting – 15th March 2016 Governors approved the minutes as an accurate record and they were signed accordingly. The following items were discussed as matters arising:		
3	1	Premises - combination lock – on order		
3	2	School bell – AB & SH have talked with Matthew Hurford re putting the bell on the premises and he is unable to assist. SH is pursuing other ideas.	SH	06/16
3	3	Yellow Step Linings – The company has quoted £800. Governors acknowledge that this seems a lot of money but the company has a proven track record. Although they cannot guarantee the linings will stay in place for several years, it is the same company that painted the playground markings and these have lasted years. JD will order for a holiday.	JD	05/16
3	4	Legionella update – the company who quoted for the work it said we required is no longer the LA contractor. When the new contractor does an inspection, we will get a second opinion and if it is confirmed the work is needed, we will organise it.		
4		Budget		
4	1	<p>2015/2016– The Financial Reporting Suite monitor was distributed in advance of the meeting showing a carryforward of approximately £74,000. It was acknowledged that this was an increase of almost £20,000 from the carryforward previously reported. It was explained that this had been inflated as it was holding FSU money of just under £3000 and also Local Learning Community Salary of about £6500. Nevertheless, it was acknowledged that the carryforward has increased by approx £10,000 which will alleviate the situation in future year’s figures.</p> <p>2016/2018 – The 3 year budget had been distributed to governors in advance of the meeting.</p> <p>Following more up to date budget information the carryforward figure at the end of 2016/17 is now shown as £15,553 and deficit of £45,651 at the end of 2017/18. Since this budget was produced paperwork has been received showing a further increase in 2016/17 of £14,200 due to what would have been a short fall in SEN money. The school is also anticipating a further £3500 to be received as a child is due to join who attracts additional funding.</p> <p>Curriculum budgets have been set with staff and governors approved distribution as suggested.</p> <p><i>Governor question – SH - Why do EYFS get twice as much as Willow?</i> AB explained that there is also a whole school curriculum budget available and the allocation to individual classes is for special things needed for the class throughout the year.</p>		

		<p>AB explained that some curriculum areas are not receiving as much money as previously partly because previous year's budget has not been spent and therefore is seen as not needed.</p> <p><i>Governor question – PA – Should we have spent the budget? Is that particular curriculum area suffering?</i></p> <p>AB confirmed that it is not suffering unduly but there are obviously things on the wish list that we have not purchased.</p> <p><i>PA confirmed that he was happy spending was prudent and not neglect.</i></p>		
4	2	<p>Formula Capital: The monitor statement for 2015/16 was shared. This shows a carryforward balance of £4100. Almost £5,000 will be received for the financial year 2016/17.</p>		
4	3	<p>Voluntary Unofficial Funds: The balances were shared and the books available for inspection.</p>		
4	4	<p>Foundation Stage Unit: The FRS report was previously distributed to governors showing a deficit carryforward of £2900. This will be deducted from the budget share carryforward.</p>		
4	5	<p>The meeting went into Part 2 to discuss personnel issues relating to the budget.</p>		
5		<p>Headteacher's Report</p>		
5	1	<p>This had been distributed prior to the meeting. AB invited questions from governors.</p> <p>Governors accepted the HT report and thanked AB.</p> <p>AB advised govs that since she had written the report it has now been confirmed that 3 more children will be joining school this term. The Year 5 child comes with additional funding which will necessitate a change in roles of staff to cover needs. AB advised govs that there were 5 children due in R in Sept 2016 not known to us and she has had confirmed that 3 are definitely coming. We have sent a welcome letter to all parents. A parent of a child presently in nursery and due to start reception in September has requested discussion re deferring or delaying entry to next year.</p>		
6		<p>Health and Safety</p>		
6	1	<p>AB confirmed that the writing of the Accessibility Strategy has not moved any further forward .AB has a questionnaire which she will distribute in due course.</p>	AB	05/16
7		<p>Nursery Update – 30 Hour decision</p>		
7	1	<p>Governor followed up on the discussion at the previous meeting re possibly increasing to 30 hours.</p> <p>Governors were reminded that the government are increasing funded child care to certain groups to include children aged of 2. These will be eligible for up to 30 hours free from September 2017. AB reminded governors it was not straightforward or simple change if Govs choose to do that. Governors acknowledged that children are less likely to change an educational setting once started which would be useful for the school and future numbers. SH as FSU teacher was invited to the gov meeting and she advised Govs of some practicalities eg naps, toilet facilities</p> <p><i>Gov question - who would fund structural changes? - SH</i></p> <p>AB advised that this is unknown at the moment and the discussion at the moment is to whether it is worth investigating or not. She asked that govs consider including it in next year's SIP.</p> <p>Govs agreed that it would be sensible to investigate demand, whether it could operate in one room, toilet requirements, etc.</p> <p><i>Governor question – JT – could we share expertise of other schools and all work together?</i></p> <p>AB said she thought it would be a good idea to get the EY team to come and</p>		

		<p>advise. AB will get hold of Julie Paddick to ask questions.</p> <p>LH and SH going on course for practitioners which will give updates and include provision for 2 year olds. SH may be able to talk to other schools and find out what they are doing.</p> <p>Governors agreed that we are not in a position to say no outright but they also agreed that we shouldn't overspend on money for children who are not in school when the budget is so tight.</p> <p><i>Governor question - CH - When will we need to make a decision if we are to be ready for Sept 2017?</i></p> <p>AB said that we would need to know and be telling parents by Easter 2017</p> <p>SH said that if we needed building work then this would need longer.</p> <p><i>Gov question - PA - what would be a reasonable next step to investigate costings?</i></p> <p>AB said we it would be good to wait for a response from EY advising what we need to consider we need to do. AB has requested this information.</p> <p>PA - propose that we address that issue at next resources meeting when AB has further information. Governors agreed.</p>	AB	06/16
8		Premises Update		
8	1	All items dealt with under 'any other business' from the last meeting.		
9		Safeguarding:		
9	1	Details included within the Headteacher's report		
9	2	PV has attended a safeguarding and child protection course for governors which he found very useful and will provide a written report to govts in due course.		
9	3	Mid Devon community Partnership meeting was attended by PV – he reported that it was a very worthwhile day and thanked JT for recommending this meeting to him. PV met several different groups of safeguarding people.		
10		Policies:		
10	1	As mentioned in the previous minutes the Disclosure and Barring Service Policy did not mention the new 'association' ruling. As our policy was the latest Babcock model governors agreed to include an appendix mentioning the new legislation. This has been done and the policy revision approved.		
11		Date of next meeting: Set at 7th July 2016 at 1.00pm		
		The meeting finished at 2.45pm		