

Offwell C of E Primary School**Resources Committee meeting to be held on 10th October 2016 at 1.45pm at Offwell School****Agenda**

1	Apologies for absence - received by J Tristram	1.45pm	JD
2	Pecuniary Interest	1.45pm	JD
3	Election of Chair – nomination J Tristram	1.45pm	JD
4	Minutes of last meeting and matters arising – 7 th July 2016	1.50pm	Chair
5	Terms of Reference – <ul style="list-style-type: none">• agree members• Attendance?	2.00pm	Chair
6	Budget <ul style="list-style-type: none">• 2015/16• 2016/18• Voluntary unofficial funds• Formula Capital Budget details given at FGB meeting in Sept 2016 and approved – no changes	2.05pm	Chair/AB
7	Headteacher’s Report <ul style="list-style-type: none">• Staffing restructure – First Committee• School Improvement Priority 1• SEF Priority 1• Safeguarding – Safeguarding Lead Governor terms of reference	2.15pm	AB
8	Appraisal and pay reviews – Pay Committee	2.45pm	AB
9	Premises <ul style="list-style-type: none">• Update re maintenance jobs	2.50pm	SH
10	Policies & Paperwork: <ul style="list-style-type: none">• Finance Policy• Charging and Remissions• Governors Allowances & Expenses• Health & Safety• Risk Assessments• Staffing Structure• Pay Policy	2.55pm	AB
11	Date of next meeting: Resources Pay Committee	3.15pm	Chair
12	Meeting Close	3.20pm	