



AGENDA + MINUTES

GRINDLEFORD PRIMARY SCHOOL GOVERNING BODY

Committee: Finance & Premises

Date: 9 November 2017 4.30-5.30pm

Chaired by: Leonie Hill

Clerked by: Jane Campbell

Present:	Apologies for Absence:
Leonie Hill	Paul Hayes - illness
Helen Illingworth	Beccy Ibbotson - illness
Peter O'Brien	
Jane Campbell	

Agenda Items:	
Declaring an interest in the agenda	
Minutes of the previous meeting	20 June 2017
Matters arising	
Finance report scrutiny	
Premises Issues	1. Kitchen Refurbishment 2. Tree Survey 3. Playground
Policy Review	None
Governor Visits	
Date of next meeting	25 January 2018 4.30-5.30

SUMMARY OF RECOMMENDATIONS OR DECISIONS

197. Declaring an interest in the agenda.

No interests were declared.

198. Minutes of the previous meeting

Agreed as a true record.

199. Matters Arising

(171) Kitchen refurbishment – work is complete. Work to woodworm-affected counter completed at half term. All costs have now been paid out.

(186) Tree Survey – LH liaised with Peak Park re list of recommended contractors and has received quotes from two parties which are very similar. The sub-committee approved the expenditure, which will be taken from the Option One account. **Action:**



LH/PO'B to review against specification provided by Peak Park and commission the work.

(186) Shed – This has now been installed at a cost of £186, funded by the PTA. Governors expressed thanks to the PTA.

200. Playground – The old surface has been removed and existing tarmac surface inspected by PH as H&S representative and signed off, with some degradation around manhole covers to be addressed over time. The surface now needs a powerwash and a further inspection by PH. **Action:** JC to coordinate volunteers for a weekend powerwash. PH to revisit playground subsequent to this.

LH advised that Duke's Trust may be an avenue for funding (deadline Nov 2018) for future replacement of surfacing. Also awaiting response from DCC re 50:50 funding.

It was agreed that the playground was adequate in its existing state (with powerwash and further inspection pending) and that the school could use cones in the absence of linemarking in the interim.

201. Finance Report Scrutiny

LH ran through the 2017 Autumn Terms 1 & 2 Governor Report.

Savings made/increase in income

Since the original budget was set earlier in 2017, savings have been made against

[REDACTED] Contributions (VAT reclaim); Computer Lines (this year's budget when set was based on last year's budget which included one-off works not needed this year); Parental Contributions to Visits (further contributions received). A further £12,000 has been credited from the Property Package Contribution (Option 1 account) held by DCC, which leaves around £10,000 in the account to provide for future works to premises.

Additional expenditure/reduction in income

Since the original budget was set earlier in 2017, the following changes apply: Pupil Premium income less than expected (due to one child not being on role); School Meal costs have increased (due to fewer children being on role at time of census).

Forward planning

LH also noted that PH/LH/JC had met to discuss the above immediate improvements to the budget, and PH/LH/HI had produced a document proposing future longer term income and cost-saving strategies had been available to governors.

The above adjustments now mean that a new revised surplus carry forward of £42,056 has been accrued, which allows the school's predicted 2018/19 budget to show a loss of only £1,968 compared to £59,475 shown at the June 2017 Finance



Report. This is testament to a huge amount of work on the part of LH/BI.

FP Sub-Committee discussed the implication of operating on an overspent budget and agreed that this surplus should be seen as a development subsidy whilst marketing increases children numbers (see LM minutes) and further fundraising avenues are developed (additions to the Gallop, other events including repeat auction of promised and whisky tasting are amongst ideas being considered).

LH also noted that the school does not have the opportunity to be funded for a third classroom as the threshold for this (90) is beyond the school's capacity (70-74). Therefore all additional pupils provide approximately £10,000 each of funding to the school.

LH also noted that the budget for 2019/20 is based on a lower intake of reception pupils than is likely to be the case, and that therefore the income for this and subsequent years is likely to see some adjustment (perhaps by a factor of 5 pupils) when places are allocated in early 2018. PO'B asked if these children could be represented in the budget at this stage but LH advised that too risky until places confirmed.

Benchmarking and VAT

LH noted that documents relating to VAT reclaim and benchmarking report card had also been made available to governors on the Google Drive.

202. Policy Review

Critical Incident Plan Policy was reviewed and approved.

203. Governor Visits

- HI visited to support Thomas Theyer visit
- PH to review playground health and safety following powerwash
- PO'B to visit regarding tree works
- JC to share an assembly about otters in Sheffield

Meeting ended at 5.55pm

Date of next meeting - 25 January 2018 4.30-5.30

These minutes are agreed by those present as being a true record.

Signed :.....(Chair of Committee)

Date:

Signed :.....(Chair of Governors)