

AGENDA

GRINDLEFORD PRIMARY SCHOOL GOVERNING BODY

Committee: Finance & Premises **Date:** 25 January 2018 4.30-5.30pm

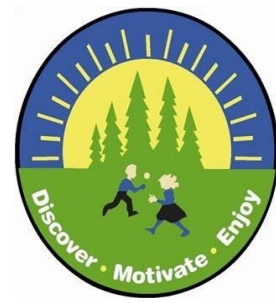
Chaired By: Paul Hayes

Clerked By: Beccy Ibbotson

Present:	Apologies for Absence:
Paul Hayes	
Leonie Hill	
Helen Illingworth	
Peter O'Brien	
Jane Campbell	
Carolyn Downes	
Barbara Kwiecinski	
Beccy Ibbotson	

Agenda Items:	
Declaring an interest in the agenda	
Minutes of the previous meeting	
Matters arising.	
Finance report scrutiny	
Premises Issues	
Policy Review	<ol style="list-style-type: none"> 1. Accessibility Plan 2. Benchmarking 3. Charging Policy 4. Finance Governors Self Assessment 5. Financial Competencies of School Staff 6. Inventory 7. School Fund Audited 8. SFVS 9. School Dinner Policy
Governor Visits	
Date of next meeting	

SUMMARY OF RECOMMENDATIONS OR DECISIONS



204. Declaring an interest in the agenda.

No interests were declared.

205. Minutes of the previous meeting – 9th November 2017

199 (171) Kitchen refurbishment – all complete. Although there is a snagging list outstanding – **Action Ongoing**

199 (186) Tree works all completed.

200 Playground – JCa to coordinate volunteers for a weekend power wash and PHa to revisit playground subsequent to this – **Action Ongoing**

Awaiting response from DCC re 50:50 funding. Going to cabinet on the 1/2/18 – **Action Ongoing**

Minutes agreed as a true record.

206. Finance Report Scrutiny

The governors had been able to analyse the report prior to the meeting.

PHa and LHi ran through the figures and the notes on the report.

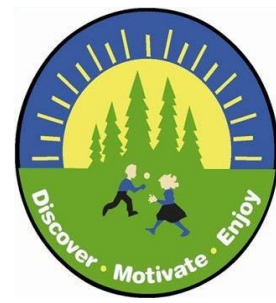
It was noted that further savings are expected to be made in Supply Teacher (112400) due to Wider Opportunities having a break following drumming. We are also expecting to spend under the budgeted amount in Grounds Maintenance (127000).

A significant underspend is expected in Printing and Stationery (143000). This is due to moving as much correspondence to email and staff reducing the amount of photocopies being made especially in colour. Once the saving is confirmed Blb to inform parents – **Action Blb**

Unforeseen expenditure has meant an overspend is expected in Training Courses provided by DCC CAYA due to training for NQT's now being chargeable. It is good practice for us as a supporting school to offer these training opportunities.

A payment of £12000 was recovered from the Option 1 account and a further £7000 is in the account. The governors agreed to leave this money for the moment and place a request to withdraw more if required in the next financial year.

The governors agreed that they want to move away from a deficit budget yearly budget which relies on the carry forward balance. They also unanimously agreed that they want the school structure to continue offering 3 classes.



A written contingency plan is in place for the worst case scenarios but it was noted that low realistic numbers were being placed in future budgets.

Strong efforts are being made to attract higher numbers to the school. The Facebook page has gone live and has been linked to the blog.

Blb to ask our Patch Officer to provide the spreadsheet showing a few scenarios and the effect this has on the figures. Adding in 5 children and the number of children required to breakeven for example – **Action Blb**

207. Matters Arising

LHi informed the governors that 2 children had attend on the 26.01.18 for a taster day. The family are moving into the village and they have also have twins of preschool age.

A payment has been received for the solar panels of £71.04. The panels are now up and running and readings will be submitted every 3 months.

The Sir William have confirmed that they are supporting the school by making us their charity of the year. Hll suggested that the Yorkshire Bridge would be happy to do the same. LHi suggested that we might look to approach The Maynard and The Barrel to see if they could offer any support – **Action ongoing**

CDo offered to approach the shop / The Goat to see if they could offer the school any support – **Action CDo**

LHi informed the governors that the PTA are looking to organise more fundraising events.

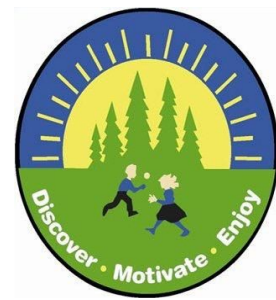
There was a discussion about the possibility of extending after school care provision and introducing a charge for the service. LHi to investigate this idea further – **Action LHi**

208. Premises Issues

All issues were covered in the minutes of last meeting. No new issues were reported.

209. Policy Review

1. Accessibility Plan – reviewed and approved
2. Benchmarking – to be looked at in more detail – a date to be set – **Action Blb**
3. Charging Policy – reviewed and approved



- 4. Finance Governors Self Assessments – Hil, BKw, POb, CNe returned – **Pha, BHa, JCa, CDo outstanding**
- 5. Financial Competencies of School Staff – completed
- 6. Inventory – reviewed and agreed. PHa agreed to visit to complete a physical check of the inventory – **Action PHa / Blb**
- 7. School Fund Audit– PHa to ask Neil Roden if he is happy to audit the accounts again this year – **Action PHa**
- 8. SFVS – reviewed and approved. To be taken to FG – **Action Blb**
- 9. School Dinner Policy – reviewed and approved.

210. Governor Visits

PHa to complete inventory check.
JCa to visit to coordinate playground clean up.
Finance governors to visit for a further meeting to discuss benchmarking and forecasting review.

Date of the next meeting: 26th April 2018

Meeting closed at 6.20pm.

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

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

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