

AGENDA

GRINDLEFORD PRIMARY SCHOOL GOVERNING BODY

Committee: Finance & Premises **Date:** 26 April 2018 4.30 – 5.30pm

Chaired By: Paul Hayes

Clerked By: Beccy Ibbotson

Present:	Apologies for Absence:
Paul Hayes	Helen Illingworth (family commitments)
Leonie Hill	Carolyn Downes (family commitments)
Peter O'Brien	
Jane Campbell	
Beccy Ibbotson	

Agenda Items:	
Declaring an interest in the agenda	
Minutes of the previous meeting	25 January 2018
Matters arising.	
Finance report scrutiny	
Premises Issues	
Policy Review	1. Resource management
Governor Visits	
Date of next meeting	21.06.2018

SUMMARY OF RECOMMENDATIONS OR DECISIONS

211. Declaring an interest in the agenda.

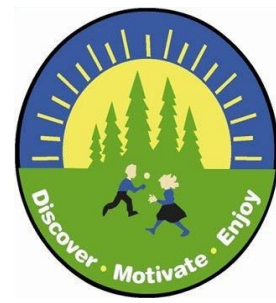
No interests were declared.

212. Minutes of the previous meeting - 25th January 2018

205 (199/171) Snagging list for kitchen still outstanding. LHi informed the governors about a recent visit from the Environmental Health Inspector who has awarded us 5 stars but highlighted a few issues that must be completed to remain at this level.

Catering and Blb to chase property services to get remedial work completed -

Action Blb



200 Playground to be power washed - this is no longer relevant following the developments with the new playground. On agenda to be discussed.

206 Email has been sent to parents detailing savings made in printing - Actioned
Patch Officer has visited - Actioned

207 LHi suggested approaching The Maynard and The Barrel to see if they can offer any support. CDo offered to approach the shop / The Goat - **Action ongoing**

209. Benchmarking - reviewed by all the finance governors remotely and feedback has been sent. Information to be compiled - **Action PHa**
Finance Governors Self Assessments - BHa outstanding - **Action ongoing**
Inventory - PHa confirmed that Neil is happy to audit the accounts again this year - **Action PHa / BIb**
SFVS - Actioned

Minutes agreed as a true record.

213. Finance Report Scrutiny

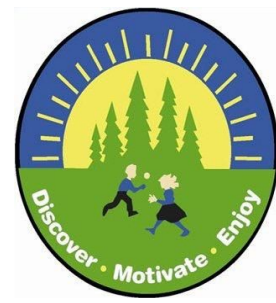
Governors discussed the meeting that was held with the Patch Officer and discussed their concerns about the carry over figure depleting and that fact that we are still projecting large in year over spends.

The governors unanimously agreed to the change of roles of two Midday Supervisors to Play Leaders.

It was discussed that the number of children is increasing. Reception intake is currently at 9 with a possible 10th.

LHi informed the governors that Mrs Slack intends to return from maternity leave at the beginning of July. This has had an impact on the budget. Mrs Slack to write a letter confirming her decision and this will be sent onto HR.

POb happy with this years budget but proposed the reduction of grounds maintenance. Teachers 2 Parents and BT are other areas that could possibly be reduced. The governors agreed that these areas need to be reviewed. **Action ongoing**



PHa confirmed that following the Patch Officers meeting that transport charges to sporting venues should be charged to the Sports Premium funding.

POb proposed that if next November we are still in this situation that we need to put in place a contingency plan. These plans can take time to implement. The governors agreed that this should happen and be added to the agenda in November. **Action ongoing**

PHa discussed the idea of putting in an income target into the budget. JCa suggested putting in place a development plan in place for fundraising. The concern is that we don't want to 'hide' the over spend. It was discussed about putting the increment pay increase back into the budget for the head teacher as although this was refused this should be offered as part of the performance review. Future budgets should reflect this so the offer can be made. **Action Ongoing**

Governors agreed to the Annex 1 document to be put to Full Governors.

214. Matters Arising

After School Care - LHi informed the governors about the feedback gathered from the After School Club questionnaires. A discussion followed about the impact of a club on the bottom line. It was decided that after further investigation and feedback that a meeting needs to be held to discuss in detail. The Patch Officer confirmed that the funds could come out of Sports Funding for a 'Wake and Shake' breakfast club. The proposal is to start September 2018. Proposed meeting on Tuesday 22nd May 4pm. Email to be sent - **Action Blb**

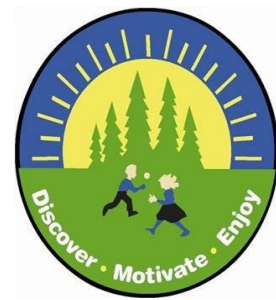
Blb informed the governors about possible match funding. Two parents are able to apply for match funding. Letters have been sent out to match the Spring Fair income and we are waiting for the final figure to apply for match funding for The Gallop - **Action Ongoing**

POb discussed the possibility of a major sponsors being found - **Action Ongoing**

215. Premises

Playground - 50:50 match funding was confirmed by DCC. Blb forwarded all this information to the F&P governors and asked for approval to proceed. Governors unanimously approved the Pentagon quote of £9165.00 plus VAT (£10998.00). A spend of £5499.00. Approval was then sort from the full governors by email. The governors unanimously approved the spend and this will be confirmed at Full Governors.

Pentagon have been informed and we are waiting for a installation date.



Blb informed the governors of a mouse problem in Class 2. A number of items had been chewed in a cupboard and evidence of a mouse was found. We have had a pest control expert come in to lay traps and resolve the issue.

216. Policy Review

Resource Management Policy - approved by all Governors

217. Governor Visits

PHa, POb, JCa, Hll, CDo visited to meet with the Ofsted inspector on Tuesday 13th March, 2018.

Date of the next meeting: 21.06.18

Meeting Closed at 6.05pm.

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

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

Date:

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

Date: