



Present: Stephen Vinall (SV) – Chair of Committee
 Amanda Healey (AH) – Headteacher
 Fiona Graham (FG)
 Fr David Clues (DC) – *arrived during Item 3*

Apologies: Levison Kandi (LK)

In Attendance: Sarah Foster (SF) – School Business Manager
 Sharon MacKenzie (SM) – Clerk

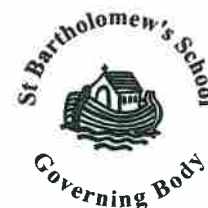
Quorum: The meeting was quorate (at least three governors present)

Questions from the governors to the Headteacher & School Business Manager are highlighted in bold.

Discussion and decisions	
1.	<p>Apologies for absence and declarations of interest</p> <p>The GB accepted the apologies of LK. The EDF Energy grant appears in the budget plan so SV declared an interest in that item as he is employed by EDF. There were no other declarations of interest.</p>
2.	<p>Minutes of meeting held on 04.03.16</p> <p>Governors agreed the minutes were an accurate representation of the meeting.</p> <p>The clerk suggested that Matters Arising should be deferred to the next meeting due to urgent items needing to be discussed before the start of the Full Governing Body meeting at 6.00pm. Governors agreed.</p>
	<p>ACTION</p> <p>2.1 Clerk to add Matters Arising from 04.03.16 to next agenda</p>
3.	<p>2016-17 Budget Plan</p> <p>The headteacher had circulated the budget plan and explained that they have allowed for an extra three pupils starting before next January's census.</p> <p>Q: What will happen if we don't fill those spaces? A: Based on our understanding of the situation within other schools in the city, our budget is well prepared and well balanced compared to some, who are in deficit. Our original plans showed a £96,000 cumulative deficit at the end of the three years</p>



Discussion and decisions	
	<p>but we have worked really hard to bring this down.</p> <p>(Fr David arrived at this point)</p> <p>A document had been circulated that explained the main changes in the three year budget plan. This included savings from staffing changes such as a Newly Qualified Teacher replacing an experienced (Upper Pay Spine) teacher from September 2016, and a long-term supply teacher covering a UPS teacher on maternity leave.</p> <p>Q: If we are replacing staff will less-experienced staff, how can we be reassured this will not have a detrimental effect on pupil performance? A: We will be closely monitoring pupil attainment in these classes to ensure this isn't the case.</p> <p>Q: With reference to services we purchase, can we renegotiate during the contract period or are we tied in for 12 months? A: We don't renew any services automatically, we always check and will challenge mid-year if we find it cheaper elsewhere.</p> <p>Q: How do we compare to other schools with the breakfast club costs? A: We are looking to review this as we are cheaper than other schools and only currently charge for food.</p> <p>Q: Can we justify subsidising this by £8,000 per year in the current climate? A: We feel it's important to provide this service to ensure all children have access to breakfast, which has a direct co-relation to pupil performance.</p> <p>Q: Are there any grants we can access to subsidise this? A: There used to be grants but these are no longer available. We can't use the governor's account this year because the funds in it will be needed for the governors' 10% liability on the building improvements</p> <p>Governors asked the headteacher to look further into this and provide a report before September about potential savings.</p>
	<p>ACTION</p> <p>3.1 Headteacher to provide a report about potential savings from breakfast club – clerk to add to next agenda</p>
4.	<p>Building improvements</p> <p>The estimated costs of building projects are £115,000 – made up of £85,000 from the Diocese, £11,500 from the governors' fund and the rest from the Devolved</p>



Discussion and decisions	
	<p>Formula Capital. Governors recognised that there are enough funds in the governors' account to cover the governors' 10% liability for the hall refurbishment without requiring a loan from the Diocese. We have ongoing income into the governors' fund from lettings.</p> <p>Q: Are the projects likely to come in at that total cost? A: If they are lower, any remaining funds must be spent on the next projects we have planned. The hall will be completed in summer holidays and the rest must be used by the end of March. Improvements include LED lighting and sound production panels – part of our commitment to a sustainable and inclusive school.</p>
5.	<p>Audit of voluntary funds</p> <p>The School Business Manager informed governors that St Mark's CE Primary School have completed this for us today and will presented at the next meeting. We have a reciprocal arrangement, as the funds are too small to warrant employing an auditor. Income includes school photos, uniform etc.</p>
	<p>ACTION 5.1 Headteacher and School Business Manager to present audit of voluntary funds at next meeting – clerk to add to agenda</p>
6.	<p>Audit of governors' account</p> <p>The headteacher reminded governors that this is not a legal requirement but we will be finding someone to carry this out.</p>
7.	<p>Update on after school clubs</p> <p>The replacement for Class of Their Own is running well. Parents pay £10 per day and we have so far received really positive feedback, but it will be monitored. A report will be brought to the next meeting, which will include the extra admin costs factored in due to office staff chasing fees.</p> <p>Any clubs lasting longer than two hours will need to be Ofsted registered. The headteacher had met with staff from Starfish, who operate at St Andrew's CE Primary. They have a 'Good' Ofsted rating and are a not for profit organisation. It was agreed that one of the parent governors would go and observe the club.</p>
	<p>ACTION 7.1 Parent governor to visit Starfish club at St Andrew's</p>

St Bartholomew's CE Primary School
Resources Committee Meeting
Monday 9 May 2016, 5.15 – 6.00pm



Discussion and decisions	
8.	Date of future meeting Friday 1 July 2016, 8.30 – 10.00am

Signed  Chair of Committee

Date 