

	<p>SDP costings an ongoing project from Mrs' Banner and Collins, to be completed for next finance meeting.</p> <p>The chair suggested an independent auditor for the school private fund, Tony Fry, a local accountant. Governors discussed bringing the private fund under the main school budget, no wish to change this currently due to potential organisational changes if academisation completes.</p>	MC/JB
5.	<p>PREMISES MAINTENANCE & DEVELOPMENT</p> <p>Mr Pennell made a report on the school site for governors: Replacement bolts for gates around green perimeter fence source at low cost from Helston Fabrication.</p> <p>Chain fence at the Nursery identified as a concern by Nursery staff and a health & safety visit, quotes received for a wooden fence but this concerned nursery staff as it would block children's visibility, governors requested a quote on a replacement chain fence for the FGB meeting on 10th May.</p> <p>Windows on the school bus had been raised as a concern by governors previously, governors heard that a double glazing company consulted on the matter had advised they had no concerns on the matter (although would not commit that to writing), the Health and Safety visit had also not raised any concerns in this area. Governors asked that weekly documented checks of the bus be undertaken to monitor the concern.</p> <p>Governors noted they felt a long term plan was needed for the bus project. Governors suggested consulting Brooklands London Bus Museum on advice for care and maintenance.</p> <p>Secure site access plan established, if existing internal gates are secured the only remaining entryway to the inner school is between the main building and new build, this can be gated and secured between 9.00am and 3.00pm. This would be at a cost of £2,000 for the additional gate and a remote access system (calls into school or nursery office). A video system alongside this would increase the cost to £4,000. Governors recognised the substantial saving from initial projections for completing the work.</p> <p>Carpet replacement flagged as a health and safety issue at various locations through the school, something for the committee to consider after budget setting.</p> <p>Health & Safety visit suggested a member of the board should hold a Level 2 Health & Safety in the workplace certificate.</p> <p>Fire Safety training highlighted as a need across the school, MP can provide short training for staff.</p> <p>Health & Safety Audit due next year, MP has requested the pool be included in this report.</p>	<p>MP/MC</p> <p>MP</p> <p>MP</p>

	Governors thanked Mr Pennell for his work in managing a busy school site.	
6.	<p>BUDGET REPORT 2015/16</p> <p>MC reported that the budget is expected to close with significant reserves, to be presented at next committee meeting.</p>	
7.	<p>BUDGET SETTING 2016/17</p> <p><i>Full budget report supports these minutes, notable items and discussion will be highlighted here.</i></p> <p>Mrs Collins presented the budget to governors:</p> <ul style="list-style-type: none"> • One increment on pay scales built into budget for all staff, 1% increase on all pay also budgeted for, STRB recommendations for this year not yet published. • Loss of National insurance rebate and increase to teacher pension contributions have significantly impacted the budget, "National living wage" carries zero impact since adoption of voluntary living wage previously. • Admin budget includes trust admin and business manager. • Cleaning budget increase is due to reallocation of nursery costs back into school budget. • Lunchtime supervisors underspent in 2015/16, staffing an issue but is being managed and reviewed over time. • PPA budget shift due to changes incorporating Sport4More and Swimming teacher costs. • Teacher line includes 17.52FTE from September, this budget will vary some depending on Teaching Assignments for 2016/17. • Reduction to TA hours to be worked through with Mrs Banner. <p>Governors showed concern that a reduction to TA provision could result in a drop in teaching quality BD and MC responded that they were not happy about the reduction but changes were necessary to remain financially viable. Careful consideration to be given to pupil needs, one to one, nurture and intervention support. This will be subject to ongoing review and if additional funding can be sourced through statements or third parties this could change. Governors discussed third party support possibilities and asked that Mr Tripp and Mrs Banner meet urgently to discuss.</p> <ul style="list-style-type: none"> • No budget allocated to building improvement, substantial number of projects completed last year and felt to have been successful. • Curriculum and class budgets reduced, some areas remained unspent at the end of last year. • ICT reduced to core running costs only, no hardware purchases accounted for. • Printing costs saved significantly on previous years, new contract and systems appear to be much more cost effective. • Pupil premium primarily allocated to staff & nurture areas. • Kitchen staffing increased due to increased load, upgrades to catering equipment made last year to improve delivery. • Reduction to catering supplies - Cook in charge achieved substantial savings last year, predicting that will continue. 	LH/JB/TT

	<ul style="list-style-type: none"> • UIFSM calculated at 85%, subject to future census data. <p>3 Year projection has expenditure outgrowing income increasingly over time, governors agree this needs to be monitored closely. Primary reasons for the shrink in budget are a reduction in pupil numbers around the October census and a greater portion of the Dedicated Schools Grant (per pupil funding) being allocated to the High Needs block.</p> <ul style="list-style-type: none"> • Capital funds will be used for site projects, potentially can be spent on ICT acquisitions. • Wraparound projects a surplus. • Nursery Staffing includes a full time teacher from September, non-teaching hours will be reduced to offset the introduction of a full time teacher to nursery. • Nursery projects a loss of £13697 for the year. • Deficit projection for the year sits at £64,938, this will consume 95% of projected reserves. • Teaching School streams coming back into the school budget are currently not accounted for. <p>Governors were also advised that Parc Eglos would be holding the shared academisation funds on behalf of the SP CET.</p> <p>Governors thanked Mrs Collins and Mr Dye for preparing and presenting the budget.</p> <p>Governors RESOLVED to recommend the budget for adoption, recognising that the year is running at a deficit. While financial viability is critical the committee consider retaining high quality provision and ensuring the safety of children and staff to be the absolute highest priority, exploring additional avenues for funding would be a goal in the coming year.</p>	
8.	<p>TEACHING SCHOOL</p> <p>BD reported to governors that projects are running well, funding set to trail off over the next 18 months and business viability of the enterprise needs to be established, noted it is very unusual to be a non-academy teaching school at the current point in time. Visiting a long standing Teaching School to share their journey and practice.</p> <p>Coaching Projects continuing, feedback on training sessions continues to be positive, three schools improved from OFSTED "Requires Improvement" grades to "Good" with support of the Teaching School and BD's work as NLE.</p>	
9.	<p>PUPIL PREMIUM & SPORTS PREMIUM</p> <p>Governors requested circulation of updated reports before the next meeting.</p>	BD/MC/L H

10.	HEALTH & SAFETY The clerk was asked to liaise with Mr Harris about sharing his health and safety report.	LH
11.	DATE & TIME OF NEXT MEETING To be confirmed, Clerk to liaise with Mr Tripp over a date in mid-July.	LH/TT
12.	ANY OTHER RELEVANT BUSINESS Governors were advised that performance management structures across school were being reviewed and revised as appropriate.	

The meeting concluded at 9:50am

Summary of Action Points	
<ul style="list-style-type: none"> • Clerk to link with CoG, H&S gov & finance comms to share pool roof survey. • Benchmarking and SFVS to be shared with the committee before next meeting - LH/MC. • Clerk to share financial planner with chair of finance. • Clerk to share online defect log with Site Manager. • SDP to include project costs. - JB/MC • Site Manager and Business Manager to obtain quote for chain fence @ Nursery for 10th May. • TT and JB to meet by 15th May to discuss financial aid for one to one support, clerk to link with JB on return. • Pupil Premium and Sports Premium reports to be circulated before next meeting. - BD/MC. • Clerk to liaise with Mr Harris about sharing H&S report with the committee. • Clerk to liaise with Mr Tripp to set a mid July meeting date. 	

SIGNED

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