

MINUTES OF THE EXTRAORDINARY MEETING OF THE RESOURCES COMMITTEE OF ST MATTHEW'S GOVERNING BODY, HELD AT SCHOOL ON THURSDAY, 13TH FEBRUARY, 2014 AT 6.15 P.M.

Present: Zoe Thorn (Chair), Martin Smart, Joanna Dean, Sarah Ransome, Melissa Hatcher, Carrie Rice, Tony Davies (Headteacher), Adrian Strowger, (School Business Manager), Anne Maskell (Clerk to Governing Body)

1. Apologies for absence

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Apologies for absence were received from Lucy Walker and Kevin Blencowe.

2. Issues re financial reporting and monitoring

Tony distributed a detailed report for consideration at today's meeting. He said that our financial reporting had not given a clear picture of the budgetary position for this financial year, leading to overspends in a number of areas. Whilst much of this was likely to have been unavoidable and growing schools often encounter similar issues, closer monitoring of the budget and earlier indication of where larger variances were predicted may have enabled us to take steps to mitigate the effect. Why this has occurred is currently under investigation and Tony will update governors in due course.

3. Current position

Although some additional income has come into our budget, expenditure looks likely to be over by £169,111. Taking our carry-forward into account this will give a predicted net deficit for this financial year of £43,757. Tony then led governors through the detail of his report, highlighting where variances have been particularly notable.

4. Implications for the 2014-15 financial year

Tony has met with our Schools Financial Advisor Ray Byford and some initial planning for next year's budget has taken place, working on an assumption of carrying forward a deficit of £43,757. Some funding areas have yet to be confirmed so figures are only approximate at present, but our anticipated revenue funding is £1,930.170. With the addition of predicted income in other areas (e.g. lettings) a total income of £2,034.193 is arrived at. Predicted expenditure, including adjustments for an additional teacher in Year 3 from September and more accurate estimates for utilities, gives an initial calculation of £1,992.770, which would give a small carry-forward of £1,572 into the next financial year. Much of our expenditure is fixed but Tony ended his report by giving some areas in which flexibility may be able to be achieved. It was suggested that other sources for absence insurance could usefully be investigated.

Adrian

Tony explained that our utilities are currently sourced via ESPO, who undertake regular best value searches. Excessive usage for electricity last summer was due to having to make use of air conditioning units and fans to mitigate the excessive heat build up. Governors asked if there was any possibility of claiming some of this back as a 'snagging issue'. Martin said he would be grateful if Adrian could bring some comparative costings for utilities to the next meeting (ESPO v. other providers). Ray Byford is coming into school on 3rd March to meet with Tony and have a more detailed

Adrian

look at modelling next year's budget. We will also ask Ray to look at any other processes we should put in place to prevent a re-occurrence of the present situation. It is hoped that he may be able to attend the next Resources Committee meeting on 6th March.

5. Any other business

- Work on the new library is nearly completed. This has been funded by the LA.
- Tony distributed copies of a letter he proposes to send out to parents regarding the Cambridgeshire Primary and Secondary Heads' campaign to lobby the government for a fairer share of national school funding for Cambridgeshire Schools. A model letter for parents to send to their MP is attached and parents are also urged to sign the e-petition. It was agreed that governors would assist Tony with manning a stall outside school, giving parents the opportunity to sign up on the spot and letters could then be posted in bulk.