

Minutes of Special Meeting held on Thursday 24th October 2013 at 7.30pm



Present:

Mr P Allen - Headteacher Mr P Hazell – Vice Chair
Mrs A Day Mr R Taylor
Reverend P Dowman Mr S Cullen
Mrs A Wilkinson Mrs K Prestage

Associate Member: Mr A Westcott

Clerk: Mrs J Galloway

The meeting commenced at 11.30am.

The meeting was Chaired by Mr Hazell.

The purpose of the meeting was to go through the preped budget for 2013-2014 and approve this to be forwarded to the DEMAT for ratification and then forwarded to the Education Funding Agency (EFA).

The Governors were provided with a copy of the budget at the meeting.

Mr Hazell asked the Headteacher and Mrs Day to go through the budget for the Governors.

Points of note made prior to commencement;

- ❖ Depreciation is not in the budget (this would mainly be the Solar Panels) – which will equate to approx £1000 per year, as depreciation has not yet been agreed fully with the accountants.
- ❖ LGPS pensions deficit of £182000, this will show on the accounts sent to the EFA.

Budget – Income

- ❖ General Annual Grant (GAG) is the main funding, this is approximately 5% more than funding previously received from the LA. Funding is based on pupil numbers - **£719,363.50**
- ❖ Funds Inherited on Conversion – is the carry forward left in the budget prior to converting to Academy status, this has been received back from the LA - **£82676**
- ❖ Pupil Premium – funding based on pupils entitled to free school meals - **£13200**
- ❖ SEN Funding – Funding for Statemented children - **£8008**
- ❖ Sports Premium – new funding this year, the school will receive approximately **£9000**
- ❖ Credit carry forward – estimated balance from accounts for July and August. These accounts cannot be closed off yet as there are ongoing queries with the Diocese regarding VAT. **£30000** (estimated)
- ❖ **Total Funding = £862,247.50**

Other Income

- ❖ Claim for reimbursement for rates/insurance - **£9000**
- ❖ Payment from FoBS for Staging purchased - **£2200**
- ❖ Letting of the premises to the Church - **£200**
- ❖ Interest on bank account - **£75** (this will be slightly higher as more funding now in account)
- ❖ Income from Solar Panels - **£3500** (approx)
- ❖ **Total Income = £14975**

Total Funding and Income - £877,222.50

Minutes Approved : Signed  Dated 13.11.13

Expenditure

- ❖ **Administration** – this includes Paper, Copying, Data Protection, Telephone Rental and charges, Photocopier leasing, general office expenses etc - **£10370**
- ❖ **Bought in Professional Services** – includes DEMAT management fees, Property, Personnel and Payroll Services. Auditors and Accountancy fees. Governor services, Insurance Services, Curriculum support and ICT support. **£31292**
- ❖ **CCS Catering** – Service level agreement, meal charges, Agora charges - **£14268**
- ❖ **Employees** - Salaries, National Insurance, Pensions, Supply cover - **£584765**
- ❖ **Furniture** - Admin & Classrooms - **£800**
- ❖ **General Curriculum** - Classroom resources, Library resources, all subject resources - **£27296**
- ❖ **Insurances** - **£10300**
- ❖ **Other Occupancy Costs** - includes – Utilities, Fire & Security Equipment and maintenance, Water charges, Rates, Health & Safety, Cleaning materials etc - **£39843**
- ❖ **Other Staff Costs** - DBS checks, Agency supply charges, Insurance (currently in LA scheme for teacher and support staff sickness insurance until March '14) - **£5210**
- ❖ **Premises Costs** - Redecoration, Buildings maintenance, grounds maintenance - **£31100**
- ❖ **Pupil Premium** - Pupil support teachers (expenditure more than funding using some c/fwd from previous years PP funding) - **£22701**
- ❖ **Reserves** - Contribution to reserves - needed to produce balanced budget - **£46779.50**
- ❖ **School Fund** - this account used to sit outside the school budget account. Now must have all funding in one account. Therefore balance will fluctuate as money comes in from parents and is paid out for deposits, coaches etc. - **£6023**
- ❖ **Staff Training and Development** - **£12900**
- ❖ **Swimming** - cost to school - **£3492**
- ❖ **Technology** - ICT rolling plan of replacement, updating, software and licences - **£23626**
- ❖ **Visits** - During the course of the year - **£6457**

Total expenditure: £877222.50

The headteacher advised that future funding as always was unpredictable. It is not known how long the Pupil Premium funding will continue for. The Sport Premium is for two years. Pupil numbers in the school are lower than normal which may affect future funding.

Need to ensure the school is able to put in place any curriculum developments from the new national curriculum which is coming in September. Address the points Ofsted raised, in terms of subject leaders monitoring their subjects.

Continual monitoring of the budget will be carried out during the course of the year.

There were no questions raised on the budget.

Mr Hazell asked for a proposer for the approval of the budget of £877222.50. Mr Taylor proposed the approval of the budget, Mrs Prestage seconded the proposal. All Governors agreed unanimously to approve the budget.

The Headteacher and Governors thanked Mrs Day for her work on setting the budget.

The budget will be forwarded to the DEMAT for their approval and ratification along with these minutes.

Meeting closed at 11.50am.

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