

Guilden Morden Governing Body meeting – 7th December 2016.

Held at Guilden Morden CofE Primary School

7pm start

Committee Members:–

Alan Wright HT	Governor	Present
Anna Fettiplace	Governor	Present
Judith Davis Roach	Governor	Present
Ninette Taylor	Governor (Vice Chair)	Present
Mark Robinson	Governor (Chair)	Present
Sarah Fryer	Governor	Present and minute taking

Also Attending: Nick Hills, DEMAT

MR welcomed everyone and there was discussion about being focused and it may be that some parts of the agenda deferred until January. The budget is the most important part of tonight.

All introduced themselves and we received the Finance newsletter.

1. Budget (Nick Hills, Financial Director, DEMAT)

NH stated that he knew the challenges of a small school, and about the rate of change that presented the 3 year budget.

The key issue is budget deficit, because if we continue as we are , we would have a deficit of £40K next year, with £65K overspend the year after taking it to over £100K deficit in year 3.

DEMAT is a public company and the accounts will be published annually. Deficits and revenue will be in the company accounts, even though the governors will not be individually named.

One metric to consider is that about no more than 80% of costs should be staffing costs.

The school can run an in-year deficit if they have the reserves to do so.

There is no clawback on any reserve that we hold this year.

The pupil data is based on the census day, and the numbers are based on that. The assumptions in the model of our budget is that we have forecast 44 children going forwards. In 16/17 the pre-school budget share is large and reduces markedly in the following year. The fixed funding amount is £150,000 per school, topped-up by the AWPU (the amount per pupil). The Fair funding formula announcement has been delayed until Sept 17 and this is likely to be introduced in Sept 18 and could make the situation worse.

The Academy funding cannot be spent on staffing nor the estate. It must be on school improvement in terms of progress.

Questions were raised as to where the monies that Heidi Allen/Sarah Conant gained from the DfE for the school. **Action: NH will investigate**

Action: SF will forward the newsletter about the monies

The pension schemes were discussed. When GM became an Academy, it was discussed whether there was going to be a charge for the Local Government Pension Scheme for staff who came across to the Academy. NH confirmed that the school would not get a bill for this.

Cost of living increases have been included by 1%. We also need to plan for increases in pension costs.

AW will provide different costing scenarios, at the latest in January if there needs to be structural changes which need to be implemented.

The Academy money needs to be used to show school improvement, CPD etc. There was discussion about what this might look like, and ensuring that pupil progress was at the heart.

The funding is lagged ie if we increase or decrease pupil numbers the funding will not change until the year after those changes.

Good news: there is a trust fund associated with the school, and it contains £12K (this is from £2K per year interest) – for 'Religious Education in School', and the Trustees must agree the spend.

Pre-School: this is now come under the umbrella of the school as of January. This is losing money. Total income £15K, expenditure £23K. Cool club income £9K expenditure £11K. A decision needs to be made about how we can cover costs. The new building is a good selling point.

NH was thanked for his time.

Action: AW to put scenarios together to bring to January meeting

2. Raising Achievement Plan (RAP) – to discuss and agree

AW went through the RAP and stated that the costings will be put on now that we have had the budget.

MR asked about timescales. AW did not expect that we can achieve all of this in a year since there are many targets. However, at each meeting the targets would be RAG (Red, Amber, Green) rated to promote discussion. AW agreed that it was challenging.

NT asked whether the pupil progress targets were achievable? AW discussed why they were achievable to Age Related Expectations (ARE)

AF asked why it was based on progress rather than attainment. AW: because if they make good progress then you can see the good value added potentially, and that all students make progress, regardless of starting point. JDR stated that the school has previously been criticised for not tracking progress.

AW was clear that he was holding people to account

AF Maths was previously identified as an issue but this has not been identified specifically in this plan, was that deliberate? AW – yes, there were many targets and it had not been forgotten but it was within the other targets. AF wondered whether it needed to be highlighted since it was so important. **Action: AW agreed to reconsider whether to bring this out further**

AF asked about the priorities and whether these would remain the same? AW talked about the pupil progress tracker (Pupil Asset) which the staff have had their training on, and once we have the data in for this term we will look next term to review how things are going.

3. Clerking

Clerking – it was decided that we did need a clerk to support the meetings, and the GB. **Action MR to follow up with Paul Walker**

4. Morning Lateness problems – to review Policy

All had received a copy of the policy. AW would drill down and would send out figures to parents at the end of each half term to improve the situation. AW will report back to the GB **Action AW**

The GB agreed to adopt the policy

NT asked about parents remaining in the classrooms in the morning when they should leave. AW agreed that this was improving due to his intervention, and would continue

5. Link with Bourn Governors

Action: MR needs to contact the Chair of Governors

6. Governors role, piece for website.

MR was continuing to have communication with Paul Walker about numbers in the GB. DEMAT would still be requesting looking for additional parent governors.

It was questioned whether we were retaining the Christian ethos of the school and it was agreed that the input of DEMAT was ensuring this.

Piece for the website – MR had written an article, and JDR has provided suggested alterations. MR will update for the newsletter and website. **Action: MR and AF will liaise to achieve this**

GAMUT – thanks to JDR for the article which was in the GAMUT

Action: AW requested an agenda item with regards to formal opening of the classroom

7. Visits schedule

AW presented a visit schedule. SEND and other governor visits to be discussed at the next meeting

Action: AW to put on the agenda

8. Draft Agendas

DEMAT will be sending out updated a 'Bayeux Tapestry' of what needs to be done when.

Action: MR to ask Bourn whether they have examples

9. Ongoing communication

It was agreed that we should be in GAMUT each month. **Action: JDR to work with AW on each edition**

10. Opening of new classroom in January

See above – agenda item next time

11. Website

JDR will meet with AW about updating the website. AW has a plan this is cost efficient. **Action: JDR and AW, and check what is required on the website**

12. Play equipment

JDR and AW will discuss. There are some options, and possibly from the trust fund. If cost more than £5K need 3 tenders.

13. AOB

None

14 Date and time of next meeting.

18th January 2017 at 7pm

8th February 2017 at 7pm

7th March 2017 (Full GB) at 7pm

The meeting finished at 9pm

WSh

8/2/17

Part 2 – Confidential Minutes

None