

MINUTES OF THE FINANCE, RESOURCES AND STAFFING COMMITTEE MEETING HELD ON TUESDAY 6TH DECEMBER 2022. AT WHITESTONE INFANT SCHOOL, MAGYAR CRESCENT, NUNEATON, WARWICKSHIRE.

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Present : Mrs. N. Green, Mr. C. Atkins, Mr. M. Hartopp, Mr. P. Johnson, Mr. D. Robinson, Mrs. P. Jones, Mrs. R. Warwick, Mr. P. Stokes, Mrs. F. Chadaway, Dr. S. Hill and Mrs. M. Burdett.

In Attendance : Miss. J. Ivers (Deputy Head, observer), Mrs. L. Knox (School Business Manager) and Miss. G. Matt (Clerk).

In The Chair – Mr. P. Johnson.

1>Welcome and Apologies.

The Chair, Mr. Johnson welcomed everyone to the meeting.

Apologies were received and accepted from Mr. S. Shaw.

2.Election Of Chair.

In the Chair – The Clerk.

Mr. Johnson, proposed by Mr. Atkins, seconded by Mr. Hartopp and agreed by the governors. There being no further nominations, Mr. Johnson was elected to chair the FRS committee for the academic year 2022/2023.

In the Chair – Mr. Johnson.

3.Minutes and Matters Arising.

Minutes of the previous meeting held on Tuesday 12th July 2022 were read, agreed and signed by the Chair.

Mrs. Knox reported that we are now working with Focus Green & Environmental Energies regarding the installation of solar panels. Environmental Energies will apply to the grid DNO to obtain permission and then start the progression for solar panels. It will cost Whitestone £4,000 for an energy audit. All schools will receive £15,000 from the DFE for energy savings in schools.

4.Declaration of interest.

Mr. Atkins declared an interest in items relating to Chetwynd School and Eton College.

Mr. Johnson declared an interest in items relating to Stockingford Academy, Nursery Hill Primary School and a Trustee of Nuneaton Food Bank.

Mrs. Burdett declared an interest in items relating to Holy Spirit MAT.

5.Finance Officers Report.

Summary Financial Officers Report to Governors Autumn Term 2022 dated 17th November 2022 had been previously circulated. Copy with original minutes.

Mrs. Green and Mrs. Knox had met with the Finance Officer regarding the financial situation and sent him away with many questions that they needed answering to action now.

It is important for governors to note that while the LA would support the small forecast deficit in 2023/24 it would not be able to approve the financial plan from 2024/25 onwards without a deficit recovery plan. We were advised to make savings where possible.

The main factors for the debt were the pay increases and SEN factor. Teachers pay awards cost £5,000 in 2022/2023 and £12,000 in 2024/2025. Plus 4% awards for all other staff members.

SEN actual cost £50,250 and we received £25,000 from the LA. Whitestone must pay the first £6,000 to support a SEN pupil. There is no indicative budget, so we will review the situation. There could be a further £60,000 for PP and SEN pupils later on in this academic year.

After a discussion, Mr. Johnson stated that Whitestone could put a financial plan together to please the LA at a meeting.

Energy costs. ESPO frame work energy meeting with Mrs. Green and Mrs. Knox. The outcome was to stay with ESPO as the energy provider. Electric cost £1,000 a month now increased to £2,000 a month. Further electricity increase of 30% in June 2023. Run contract 2024/2028.

Gas increased by 55% a month, budgeted £21,000, actual cost £17,500.

Water budgeted £13,500, actual cost £8,000.

Suggestions from GB to cut back of electricity usage were insulation and to have lights on sensors, for which a quote is being obtained. Mrs. Green reported that the heating had already been turned down and that Mrs. Knox monitors every bill received on a daily basis.

6.Current Budget – update.

We are now 8/12th through the 2022/2023 financial year.

To date supply teaching agency costs are 82% of the allocated budget. It is cheaper to use agency teacher supply cover than to use supply teachers that are known to Whitestone.

7.Pupil Premium –update.

Total budget for this academic year £67,788. Total expenditure £67,482.

NTP, National Training Programme is writing a recovery support programme. SEN Year 1 quality teacher programme finishes in February 2023. Reception, English language support is on track.

There is “In-House” music tuition.

Parents are to receive a questionnaire, asking what after school clubs they require. Often Whitestone provides clubs with little or no take up (not financially viable), whilst other clubs are oversubscribed. Mrs. Green agreed to arrange this questionnaire.

ACTION Mrs. Green agreed to arrange a parent’s questionnaire on after school clubs.

Governors stated that the questionnaire feedback would be useful and see the impact.

8.Sports Premium – update.

Sports Premium Grant. £16,068.13 received, £9,898.83 spent and £6,169.30 remaining.

This year, Miss. Yeomans is the sports leader. Year 2 every Friday afternoon are building up their sporting skills. Every year pupils undertake a sports baseline assessment. There are lunchtime activity skills. There has been a decrease in the uptake of sports clubs this year; this would be addressed in the Spring term 2023.

We are going to invest in playground markings for the different year groups. If KS1 and Reception walk around the playground twelve times they will have completed the daily one mile walk.

Mrs. Green explained the different markings. **Governors enquired how long would these markings last.** Mrs. Green replied that the markings would last ten years. We have received a quote for £8,200 to remove the old markings and replace them. The work would be done over one weekend. These markings would not damage the playground. This invoice would be paid this year. It would cost £1,500 to remove the second playground markings, this invoice would be paid next year.

ACTION After a discussion, the governors agreed that the new markings be undertaken on the school's playgrounds.

The artificial grass around the pirate ship is to be addressed in the future.

The governors agreed to take the agenda in the following order.

11.Any Other Business.

(a) A recent meeting was held with the LA, Chetwynd and Whitestone schools that are in a rapidly expanding residential catchment area. One thousand new homes are to be built commencing in 2026 off Golf Drive. The LA will send out a survey January to March 2023, re spare school places, a feasibility study.

The residential build is not big enough for a new school. The idea of two, two form entry primary schools was rejected, due to direct competition between them. Both schools would continue their present status and expand with extra classrooms built on the two sites. In 2024 the LA will apply to NBBC for planning permission for the completed building work in 2026.

At Whitestone we need to keep the outside classrooms that are used for cooking and music. The staff car parking places are to be increased. There is also need for extra finance to resource the expanding school.

There would be a further meeting with the LA, Chetwynd and Whitestone, the date is to be confirmed.

(b) The Clerk has forwarded the LA Information to the governors.

9.Pay Committee –update.

Mr. Hartopp gave a report of the Pay Committee meeting held on Tuesday 29th November 2022. Items discussed were Headteacher's report and potential pay increases.

10.Policies.

Staff Behaviour and Governors Code of Conduct. It was agreed that both these polices be an agenda item at the P&S committee meeting on Tuesday 17th January 2023.

12.Dates of next meetings.

Performance and Standards – Tuesday 17th January 2023; from 5.30 p.m. until 6.30 p.m.

Governor Day – Tuesday 7th February 2023 – All Day.

Governing Body – Tuesday 28th February 2023; from 5.30 p.m. until 7.30 p.m.

FRSC – Tuesday 28th March 2023; from 5.30 p.m. until 6.30 p.m.

Governing Body – Tuesday 16th May 2023; from 5.30 p.m. until 7.30 p.m.

Performance and Standards – Tuesday 27th June 2023; from 5.30 p.m. until 6.30 p.m.

Pay Committee – Tuesday 4th July 2023; from 5.30 p.m. until 6.30 p.m.

FRSC – Tuesday 11th July 2023; from 5.30 p.m. until 6.30 p.m.

There being no further business the meeting closed at 6.40 p.m.

Date Signed
(Chair)