

MINUTES OF THE FINANCE, RESOURCES AND STAFFING COMMITTEE MEETING HELD ON TUESDAY 11TH JULY 2023; AT 5.30 P.M. 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, Mrs. F. Chadaway, Miss. K. Ford, Mr. P. Stokes, Mr. S. Shaw, Mrs. E. Johnson, Mrs. R. Warwick, Mr. D. Robinson 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.

Mrs. Chadaway attended the meeting via “Zoom”.

Apologies were received and accepted from Dr. Hill.

2. Minutes and Matters Arising.

Minutes of the previous meeting held on Tuesday 28th March 2023 were read, agreed and signed by the Chair.

There were no matters arising.

3. Declaration of interest.

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

Mrs. Johnson declared an interest in items relating to the Central England Academy Trust.

4. Headteacher’s Verbal Report.

Mrs. Green presented her verbal report.

Mrs. Warwick entered the meeting at 5.35 p.m.

Mrs. Green, Mrs. Knox and Mr. Rocknall, LA Attendance Officer had met to discuss Whitestone’s attendance. On the LA listing we are a green highlighted school.

Whitestone is full in all years for September 2023.

There has been a second site meeting to share the proposed expansion plans. These will go to the LA by end of July, to GB September/October and cabinet at WCC by December 2023.

There is enough space outside for the build, including extra car parking provision. The temporary huts would remain.

The present staff room will become an interview room and visitors cloak room. A new staff room would be located in a present classroom. The work is expected to start in 2025.

Mr. Stokes entered the meeting at 5.40 p.m.

A governor enquired regarding the new build on "Stepping Stones" and would they expand. Mrs. Green replied that "Stepping Stones" is privately run and is not involved with the new build.

At the end of term Mrs. Morris is retiring and Mrs. Manning leaves Whitestone.

Interviews take place on Monday 17th July 2023 to recruit two 1:1 posts for pupils with EHCPs, TA and MDS and on Tuesday 18th July 2023 for a new class MDS.

Safeguarding. 0 Child Protection. 3 – Child In Need. 2 current Early Help. No PREVENT, homophobic, racist incidents to report.

IDS Transition funding remains unknown.

5. Finance Officer Report.

WES Financial Report to Governors, Summer Term 2023 dated 22nd June 2023 had been previously circulated. Copy with original minutes.

The pay increase for teachers remains unknown and also how it would be funded.

There is £60,000 missing from the budget but this money will be received for PP pupils and SEN pupils during the next academic year.

Whitestone has taken action with staffing numbers to decrease budget expenditure.

87% to 89% of the budget is spent of staffing costs. Whitestone is not out of line when benchmarked against other schools.

ACTION GB to monitor benchmarking at the next FRSC meeting.

Risks for Head and Governors to consider:-

- Projected National Funding Formula (NFF) devolved budgets for 2024/2025 and 2025/2026 reflect increased funding in the region of 2.5%. Please note, as of the publication date of this Governor Report, such increases are yet to be confirmed.
- Future-year pay-awards are projected, & informed, best-placed, estimations, as of the publication date of the Governor Report.
- Teachers pay is still being challenged by unions and are advising members to strike to request higher pay awards than the recent increases approved by the Secretary of State.
- Energy – Basis for future years costings, Electricity & Gas, outlined on Page 3 of this Governor Report with continued need for vigilance.

- Macro inflationary pressure, resulting in need to manage costs effectively and review (material) budgets on termly, going basis.

Letting charges reflect the actual costs to the school, regarding open/closing of the building, cleaning and electricity usage. No lettings are subsidized.

GB held a focused discussion and monitored the Budget.

6. Budget Monitoring Update 2023/2024.

Cumulative Expense Analysis – Ledger Code Summary – Financial Year 2023/2024 dated 11th July 2023 was circulated. Copy with original minutes.

£10,000 received back for teacher staff insurance.

£400 cost to Caretaking Services for training Mr. Hurst, the new Caretaker in his role.

Parents attending parents' evenings can now book automatically on the app to have a "Teams" appointment or meet with the teacher face to face.

At this point Mr. Atkins entered the meeting at 6.00 p.m.

7. Pupil Premium and Sports Premium – Update.

2023-2024 PE Grant Tracking had been previously circulated. Copy with original minutes.

2022-2023 total allocation £28,821. Spend YTD £27,029. Remaining Grant £1,611.

2023-2024 total allocation £19,381. Spend YTD £13,981. Remaining Grant £5,400.

Lots of sporting events and training have taken place to meet the Sports Premium criteria e.g. Sports Festival, skipping workshops and active sports lunch time club.

Mr. Shaw (PE governor) is to write a report regarding the sports at Whitestone.

All pupils are assessed at the beginning and end of the academic year to monitor their sports progress and receive extra support to meet targets. All pupils are encouraged to undertake sporting activities.

Year 2 undertake Gold Sports Gold Package Festival on a Friday afternoon.

Year 1 playground markings are to be undertaken during the Summer holiday 2023.

Mrs. Green stated that the aim is to develop outdoor sports and utilize the school grounds.

Pupil Premium, looking at achieving outcomes. In Phonics 79% had been achieved with additional intervention. "Closing the gap" remains a challenge. Positive results for intended outcomes. Mrs. Ansety has proved very supportive in this area. Total Budget £69,200. Mrs. Green stated that all Pupil Premium pupils had done well this year.

8. Capital Spend – Update.

Capital Spend update was circulated. Copy with original minutes.

Governors monitored and agreed the capital spend update.

9. Standard Item/SEF Discussion (Away Day).

Mrs. Green asked "How do governors monitor and evaluate the use of Pupil Premium funding".

Governors discussed the question and answered, look at PP in all reports, FMS and attendance. We have secured the data for PP. The investment of PP grant benefits all pupils. We have good quality teaching and support throughout Whitestone.

Mrs. Green reported that she had been approached by a parent regarding equality in the curriculum regarding LGBT+ and that she would meet the parent to discuss this at pupil age appropriate level.

10. Pay Committee Update.

Mr. Hartopp gave an update from the Pay Committee meeting held on Tuesday 4th July 2023.

All the teachers have undergone appraisals and all the objectives have been met. There have been many good outcomes.

Miss. Ivers is now an accredited LA moderator.

Three members of staff recommended for a pay award.

ACTION On the recommendation of the Pay Committee, the GB agreed to the three members of staff receiving a pay award.

11. Policies.

Complaints policy, Records Management policy (July 2023), Finance and Administration policy (July 2023), Charging and Remissions policy, History policy and Marking policy. All these policies had been previously circulated.

ACTION After a discussion, the GB agreed the above policies that were then signed off and dated as below.

Marking policy was signed off and dated by Mrs. Burdett.

Finance and Administration policy was signed off and dated by Mr. Johnson.

(Mrs. Green and Miss. Ivers both have school credit cards for payment, there are no cheques and BACS payment).

History policy was signed off and dated by Mr. Stokes.

Complaints policy was signed off and dated by Mr. Atkins.

12. Correspondence.

The Clerk has emailed the Governors Information from the LA.

13. Any Other Business.

(a) "Stepping Stones" are going to offer two year olds nursery provision and need to expand their premises by building a summer house on Whitestone land adjacent to their present buildings.

Mrs. Green stated that she had no objections and could see no arising problems. "Stepping Stones" must talk to the landlord, the LA about rent and fire regulations.

Mrs. Knox stated that she required clear transparency on utility usage from the LA in order to recharge "Stepping Stones".

ACTION The GB held a focused discussion, agreeing to the use of Whitestone land and recommended that Mrs. Warpole (from SS) contacts the LA for permission etc.

(b) Mr. Atkins reminded the GB that he would not be standing for chair in the next academic year and that governors can self-nominate themselves for chair.

14. Dates of next meetings.

The Clerk would place governing body dates for the next academic year on Governor Hub.

ACTION The Clerk to place the governing body dates for the next academic year on Governor Hub.

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

Date Signed
(Chair)