

MINUTES OF THE FINANCE, RESOURCES AND STAFFING COMMITTEE MEETING HELD ON MONDAY 25TH APRIL 2022; COMMENCING 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 (online), Mr. D. Robinson, Mrs. P. Jones, Mrs. R. Warwick, Mr. P. Stokes, Mrs. F. Chadaway, Mrs. M. Burdett and Mrs. K. Turner.

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

In The Chair – Mr. D. Robinson was elected to chair the meeting.

1. Welcome and Apologies.

The Chair, Mr. Robinson welcomed everyone to the meeting and introduced Mrs. Turner, the new co-opted governor (awaiting reference and DBS confirmation) to the meeting.

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

2. Minutes and Matters Arising.

Minutes of the previous meetings held on Tuesday 13th July 2021 and Tuesday 7th December 2021 were read, agreed and signed by the chair.

ACTION Mrs. Knox had enquired with Cactus Energy regarding the cost of obtaining solar panels, as part of the LA's Green Policy. Mr. Johnson has taken this up with the LA, the landlord, regarding their decision to sign the documents off. Action on going.

ACTION On the recommendation of the pay committee, the governors agreed that the staff threshold pay awards. Action completed.

3. Declaration of Interest.

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

Mr. Johnson declared an interest in items relating to Stockingford Academy and Nursery Hill Primary School.

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

4. Headteacher's Verbal Report.

Mrs. Green reported that there is 1 Child in Need, 1 Early Help case and 1 LAC (Looked After Child).

There are 34 pupils in receipt of FSM (Free School Meals).

There have been no PREVENT, racist or homophobic cases. The formal complaint has been resolved.

A parent has requested to home educate a pupil. Mrs. Green has explained the procedure to the parents who would undertake a two-week trial before making their final decision.

Transition of Year 2 to Chetwynd will proceed in the usual format later on during this term.

In September 2022, Reception would be full. 165 parents applied to the LA to register Whitestone as their first choice of school.

Mrs. Pope has returned to school after long term sick.

Mrs. Morris has returned to school.

Mrs. Knox returned today after being absent for seven weeks with Covid.

Mr. Meigh will leave Whitestone at the end of the summer term 2022.

Mrs. Finn retires at the end of the summer term 2022.

Mrs. Carr commenced in Year 1 today, covering Mrs. Mistry's maternity leave. Mrs. Mistry left Whitestone today.

5. The Budget 2021/2022 – Up date.

Mr. Johnson and Mrs. Chadaway attended the budget-planning meeting with the LA Finance Officer.

Mrs. Knox had chased the LA for the Budget 2021/2022 update, which we have now received. The budget outcome is better than first predicted with no major problems.

6. Finance Officer Report.

Financial Report to Governors Spring Term 2022 dated 11th March 2022 had been previously circulated. Copy with original minutes.

Large underspend on water bills in current year carried to over to 2022/2023 budget in case there is an error with the invoicing.

The School Tutoring Programme, the school decides how to spend this money to support pupils catch up after been absent from school during the Covid lockdowns.

Corporate guidance regarding the following pay awards:

2022/2023 assumes a 4% increase for NJC Support Staff from April 2022 and a 4% increase for Teaching Staff from September 2022.

2023/2024 assumes a 3% increase for NJC Support Staff from April 2023 and a 3% increase for Teaching Staff from September 2023.

Future years assume a 2% increase for NJC Support Staff from April 2024 and a 2% increase for Teaching Staff from September 2024.

Risks for Head and Governors to consider –
National –

As of March 1st 2022, the following agreement has been reached for Support Staff pay awards, with effect from 1 April 2021, an increase of 2.75% on NJC pay point 1.

With effect from 1 April 2021, an increase of 1.75% on all NJC pay points 2 and above.

National Insurance tables - have been updated to reflect the increases from April 2022, as previously reported. To support this and other increased cost the ESFA would be providing a Supplementary Grant to schools which would be passed to schools in 2022/23. An estimated figure based on methodology.

Local -

Assumes a 50% to energy costs in 2022/23 and a 15% increase per annum in future years.

Assumes a 2.5% increase to all WES fees per annum from 2022/23 onwards.

Capital (Fund 07) –

The current capital carry forward predicted to be £797. The school plans to use this carry forward plus the DFE allocation for 2022/23 for new fire doors in the Summer term following the risk assessment. The figures above assume a £200 revenue contribution to capital to support this.

Governors enquired had the LA given any advice to the budget for saving energy especially under the LA's Green Policy.

Mrs. Green replied no. Mrs. Knox had investigated a solar panel scheme with no cost to the school. We would go through this privately, after obtaining permission from the LA, the landlord. Mrs. Knox would chase the LA for its support for this project.

7. The Budget 2022/2023.

Mrs. Green explained to governors that the 2022/2023 budget planning had started in January 2022, with two meetings, prior to the final budget been announced.

The school plans for the academic year ahead.

Staffing is an area that is flexible regarding costings. With staff leaving and recruitment of new staff, it could be that a more experience teacher is employed, with extra costs involved. At Whitestone, we employ the best staff for pupils' educational development.

Over the three years, the financial situation can change, due to unexpected circumstances. Presently, Whitestone is in a good financial position compared to other schools.

Premium Pupil numbers and funding remain unknown.

We have received the national funding that excludes Pupil Premium funding.

Governors try to save money wherever possible and monitor the budget on a regular basis throughout the year.

After a focused discussion, the governors agreed the 2022/2023 budget, that was signed off and dated by the chair and would be forwarded to the LA.

8. Covid Update.

Mrs. Green gave a verbal Covid update.

All adults with Covid are advised to isolate for five days and then return to school if they feel well. It is three days for a pupil.

Covid has had a financial cost to the school and pupil's education.

All classes are back in the school hall for dinner. Whole classes are back on the playground at break and at dinner times. Mixed assemblies would resume the school hall.

"The Friends of Whitestone" have started to hold their meetings back in school.

"The Knights of Middle England" visited school today in conjunction with the opening of the school's new castle.

"The Owls Nest" continues as previous, with Reception pupils receiving the same support in their classroom.

JAM Music today commenced hiring the school hall for music lessons.

Small groups of people have been invited back into school.

Transition meetings with Chetwynd would take place later in this term.

In the Autumn term 2022, the next parent consultation meeting would be held.

9. SFVS (Schools Financial Value Standard).

SFVS had been previously circulated. Copy with original minutes.

The SFVS helps to provide schools with assurance that they are meeting the basic standards necessary to achieve a good level of financial health and resource management.

The SFVS checklist asks questions of governing bodies in six areas of resource management to provide assurance that the school is managing its resources effectively. This can be used to identify possible areas of change that resources are being used to support high-quality teaching and the best educational outcomes for pupils.

Mr. Johnson and Mr. Atkins had both signed and dated the SFVS on 7th April 2022 and was then sent off to the LA.

Governors held a focused discussion on the SFVS and agreed how the criteria had been met and to record this for future reference. The governors are meeting the SFVS requirements, i.e. benchmarking against other schools.

At this point Mrs. Chadaway left the meeting at 6.20 p.m.

Miss. Ivers had attended budget meeting and would be attending a financial course.

Mrs. Green invited governors to be further involved in the SFVS 2023 document.

10. Policies.

There were no policies to review.

11. Any Other Business.

(a) The chair thanked Miss. Ivers for running the Curriculum workshop for parents. The event was well attended the parents. Writing is priority for this academic year.

(b) Mrs. Green stated that the date of the Governor Day would be confirmed.

There being no further business, the meeting closed at 6.30 p.m.

Date Signed

(Chair)

(Chair)