

PRIESTNALL SCHOOL RESOURCES SUB COMMITTEE MEETING

Date: 6th February 2017
Time: 5.00pm
Venue: The School

GOVERNORS PRESENT

Mr M Young (Chair), Dr D Smith, Mrs M Joule, Mr G Morewood, Mrs L Crompton, Mrs S. Mansfield, Mrs H. Fern, Cllr C. Foster, Mr K Ward, Mr J. Cregg (Headteacher), Mr A. Morrison, Mr Jamie Patton.

IN ATTENDANCE

Mr R Jones, Associate Member (Deputy Headteacher)
Mrs G, Stephens (Minutes)

Q = questions from a Governor

1. APOLOGIES RECEIVED

Miss Paula Thomas.

2. DECLARATION OF INTERESTS

No declaration of interests received

3. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

a. Minutes

Minutes approved with the following query:

Is the Business Manager an Associate member?

Action: Grace Stephens to check GB structure with Clerk to the GB

b. Matters Arising

Academy Conversion: Following the meeting in November – schools who attended agreed a memorandum of working together. There are no immediate steps to move to Academy or Federation status.

4. FINANCE REPORT

Current expenditure and income report from the Business Manager showed an estimate in the region of a total carry forward of £100,000. The Headteacher explained in real terms we had run at a loss as the above figure was due to an excess carried forward from last year which leaves nothing to carry forward to the next financial year.

5. BUDGET 16/17

The revised budget was presented and discussed. Revisions included changes to salaries, new starters, maternity and unsuccessful appraisal increments as well as received allocation from the LA for pupils moving into the school, followed by a reduction in allocation for students on short term placements.

The indicative budget has now been released by the LA and it is anticipated that this will be £25,000 below what we had expected. The Business Manager is raising this query with the LA. The budget is showing a deficit of £61,000 which will be offset by an additional carry forward. The remainder will need to be trimmed across the budget in order to present a balanced budget for next year.

Q. Is that a concern for the school and if so, what plans are in place?

Headteacher explained that it was a concern and discussions were taking place over the next few weeks before the budget is set to see where any savings could be made.

Q. Is the pressure to take on more students making things more difficult?

Headteacher explained that this really depended on the numbers and nature of the student. More students could mean more teachers and some students require additional resources (more than the £4,500 per student currently allocated).

Q. The number expected in Y11 next year will grow (255) – this does not appear to be reflected in the income expected.

Action: Headteacher referred this question to the Business Manager to be discussed at the next meeting.

Q. If we employ an apprentice can we claim this back?

The apprentice levy will already be taken from our budget and accessing funds to support apprenticeships is done centrally and is a complex process. If we have a vacancy for an apprentice we would do this via the LA and discuss at the time the level of funding available to us.

A query was raised regarding the Bank Statement from Lloyds TSB the date of this was 23rd August 2016 and the Audit Report Reconciliation Statement was dated 31st August 2016. Also the Audit Certificate referred to Priestnall *Hall* School.

Action: Query referred to the Business Manager

The revised budget was agreed.

6. CONSULTATIONS

a) Changes to Scheme for Financing Schools

Changes outlined in the Business Manager's report. Governors confirmed there were no objections to these changes which appeared to be fairly straightforward.

b) Second Phase Consultation on the new Funding Formula.

It was noted that this document had not been circulated with the papers. Response is required by 20th March. This was delegated to the Head, SLT, Chair of Governors, Chair of Resources to discuss and send off on behalf of the school.

Action: Head, SLT, Mike Young and Dave Smith

7. STAFFING

- One teacher returned from Maternity Leave and another commenced Maternity Leave.
- One NQT teacher left and was replaced by supply
- One TA left and was replaced together with an additional 3 who replaced supply covering existing vacancies
- Business Manager left and was replaced.
- Assessment Office will be starting Maternity Leave at half term and we have successfully appointed a replacement.

8. PREMISES

a) Premises issues since last meeting

- Loss of Heating – pressure vessel in boiler room replaced.
- Leak under floor in one of the classrooms has now been resolved
- Football pitches are waterlogged and quotes have been requested to repair them

b) Devolved Formula Capital Budget

No expenditure since last meeting

9. HEALTH AND SAFETY

Two accidents reported by staff. Accident forms completed.

10. SAFEGUARDING

- a) No reports to LADO.
- b) E-Safety Evening – this was arranged by the school with a member of the LA presenting. The turnout and response from parents was very positive and it was hoped this would become an annual event.

11. PUPIL PREMIUM

Rob Jones presented information showing analysis on Narrowing the Gap based upon our January overall data and current progress – years 8-11.

Each cohort had been reviewed by looking at progress made since last data check. It was noted that in terms of PP and non PP progress was broadly similar. Focus is on individuals through line management discussions and in class and cohort intervention. Maths dept. are trialling intervention with a small group which involves weekly sessions with external tutor coming in and working intensively with them.

The results from the above will be measured following outcomes of mocks in March

Q. Y7 do not appear on the analysis, why is this?

Rob Jones explained that the data was picked up from last year and therefore current Y7 will not be represented on the data. Data for Y7 is now on the system and this will be reported at the next meeting.

Action: Rob Jones will bring in a review of PP progress for Y7 specifically to the next meeting

12. POLICIES

- **Anti-bullying Policy** – changes are in line with current practice.
Action: Recommended to FGB for full approval.

- **Behaviour and Rewards** – updated to take into account current practice.
Action: Recommended to FGB for full approval

- **Data Protection Policy**
Q. How often do we get requests for Subject Access?
Headteacher explained that, although we did not get regular requests, we do receive them from time to time. All Subject Access Requests are logged in line with the policy.
Action: Recommended to FGC for full approval

- **E-Safety Policy** – updated to include new technology
Action: Recommended to FGB for full approval

13. AOB

Next meeting: 13th March 2017 at 5pm.

There being no further business the meeting closed at 6.00pm,