

PRIESTNALL SCHOOL RESOURCES SUB COMMITTEE MEETING

Date: 26th June 2017

Time: 5pm

Venue The School

GOVERNORS PRESENT:

Mrs S. Mansfield (Deputy Chair); Mrs M. Joule, Mrs L Crompton; Mrs H. Fern; Mr J. Cregg (Headteacher); Mr K. Ward; Mr J. Patton; Mr A Morrison

IN ATTENDANCE

Ms P. Thomas, Business Manager

Mr R. Jones, Deputy Headteacher

Mrs G Stephens, Minutes

Q = questions from a Governor

1. DECLARATION OF INTERESTS

No declaration of interests received.

2. APOLOGIES

Mr Mr M Young, Mr G. Morewood.

3. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

Minutes of previous meeting approved as a true record.

Matters Arising: A governor requested that the in-year deficit be shown for the financial period not in the carry forward. This should be disclosed under year end accounts

4. FINANCE REPORT

a) Update

Current financial position – very minor changes and working to budget agreed - no anomalies to report.

It looked as if the school has underspent on staffing - however, although we have budgeted for changes these will only appear as commitments when they actually happen, therefore it is not a true surplus.

There have been a few changes to the budget since the last meeting which include:

- staff who have either opted in or out of the pension;
- pupil number increases - currently at 265 following successful appeals; updated pupil premium figures;
- increase in employers pension contributions for support staff;
- additional income from service level agreements;
- premises and computing costs increased from 18/19 as current levels are unsustainable.

All these changes have been reflected in the budget which has now been agreed

b) Staffing

The Head of History has secured a new role and will be leaving at the end of this term. As teaching periods have been increased to 45 for the coming year, this has given us long term flexibility. There was already a surplus of teachers in Humanities and we do not need replace with a teacher and the head of history role will be offered in school.

We will not be recruiting for a new art teacher, again due to extended teaching periods, this will not be necessary.

One member of the support team is returning from maternity leave on reduced hours (0.6) and another member of the support team is stepping down from their SLC role to take up a full time college assistant role. The school will be looking at recruiting an SLC. Also one part time college assistant has resigned.

c) Fund Raising/Income Generation

At the last meeting Mike Young agreed to put together a discussion document regarding fundraising which has been circulated for further discussion at this Resources meeting and to further discuss at the next Full Governing Body Meeting.

A number of fund raising possibilities were discussed including setting up of a PTA; Lottery; parental donations etc. As this was a fairly complicated subject it was felt that an active fund raising committee might be set up who would put together an action plan and this would be submitted to the FGB.

ACTION: Keith Ward to raise as an AOB item at the next FGC meeting

5. PREMISES

- The Premises helpdesk is now up and running.
- General repairs and making good are ongoing budget allowing.
- Health & Safety Audit highlighted a few things and we are currently awaiting quotes for some of these.

The Health and Safety Audit was attached to the agenda for Governors to read.

Discussion took place regarding the accessing the roof which was highlighted in the H&S audit. Site staff access the roof to clear debris and repair small leaks and it was recommended that they do not access the roof unless we have a fall arrest system in place.

6. SAFEGUARDING

Results of a recent Safeguarding Survey were shared with the Committee and the response from students was very encouraging compared with previous results. Any concerns highlighted in the survey will be addresses at the start of the new academic year.

ACTION: Governors asked that their thanks be passed to appropriate staff for the work done in putting together and implementing the above survey

7. PUPIL PREMIUM

Nothing new to report.

8. APPRAISAL

Rob Jones provided a report on a proposed change to the appraisal process, in particular, the pupil progress objective. This was currently out for consultation with staff. The change was felt necessary due to curriculum and qualification changes and parity of qualifications.

9. POLICIES

- a) **Lettings Policy** – this now includes a schedule of charges for letting to outside companies/agencies..

Policy was approved pending ratification from FGB

- b) **Lockdown Policy** - this is in place following the recent gas leak and also to ensure procedures are in place in the event of an hostile intruder.

Policy was approved pending ratification from FGB

- c) **Staff Leave of Absence** – an amended policy to clarify more clearly what is in place for requests for leave to undertake religious observance. Colleagues have been consulted about the need for more clarity and are happy with the policy as it stands.

Policy was approved pending ratification from FGB

11. NEXT MEETING

The next Resources Meeting will be agreed once the FGB Meetings for the next academic year are published.

There being no further business the meeting ended at 6.20pm