

**Minutes of the Resources,
Committee
At Ashley Junior School
Wednesday 11 May 2016**

Present: Ian Rix HT (IR), Natasha Fisk (NF), Tracy Stevens Note Taker (TS), Roy Matthews (RM)

Absent: Norman Bullen (NB), Liz Ward (LW), James Rand (JR), David Burden (DB).

In Attendance: Mrs J Davies, Business Manager

<p><u>1. Apologies and declaration of conflict of interests:</u></p> <ul style="list-style-type: none"> • Apologies from Norman Bullen (NB) Liz Ward (LW) • James Rand no longer sits on the Resource Committee due to stepping down from duties as Governing Body Chair • David Burden informed that as his term in office as Resource Chair has expired there is no requirement for his attendance. 	
<p><u>2. Election of Chair of Resources</u></p> <p>As Vice Chair Roy Matthews declared his interested in replacing David Burden as Chair</p> <p>Committee Approved.</p>	
<p><u>3. Minutes of the Budget sub-committee 27/01/5 & matters arising</u></p> <p>RM summaries the minutes for the Budget Sub-Committee. It was agreed that the sub-committee had looked at all possible areas for cost savings and that the conclusion was that the school should continue using its reserves to cover any deficit.</p> <p>Discussions took place around Natural staff wastage and higher paid staff leaving and being replaced using lower level staff.</p> <p>All Actions Closed</p>	
<p><u>4. Minutes of the Spring term meeting 03/02/2016 & matters arising</u></p> <p>All Actions Closed</p>	
<p><u>5. Business Managers Report</u> <i>JD presented BM report</i></p> <p>Discussions took place around the following areas:</p> <ul style="list-style-type: none"> • SEN/LSU <ul style="list-style-type: none"> ○ DfE has set the funding for the LSU at 10 children. Impact is - £20,000 ○ Future EHC plans may place more children into the resource provision. 	

<ul style="list-style-type: none"> ○ How do families apply for admission to the LSU – Is this through the normal process? ○ SEN funding is tricky to estimate, there is too much uncertainty with SEN numbers. November budget review should be clearer. ● Growing schools funding – Amount of funding is unknown at the moment but the school are assured that they will not be disadvantaged. Classroom refurbishment being covered apart from decoration and carpeting. ● School Trips – Budget based on assumptions as trips have not been planned yet. <ul style="list-style-type: none"> ○ How many parents do not contribute to school trips? Around £2000.00 is covered by the school with some being paid from Pupil Premium. ○ Suggestion – Could Sue Taylor incorporate parent trip engagement into her Marketing Diploma? ● Sports funding to continue ● 1% staff pay rise incorporated into the budget ● Supply & Demand. Add footnote to budget – In Hampshire’s hands, the resourcing committee do not need to spend any more time discussing the matter. ● SLA – Coming to the end of their 3-year term. Autumn term will see new SLA to negotiate. Future SLA’s will be on 1-year rolling terms. ● Breakfast Club – Currently not breaking even but is covering staff costs. The school needs 15 pupils per session to break even. Suggestions made for more promotion. 	<p>JD</p> <p>JD</p>
<p><u>6. Outturn Statement 2015/16</u> <i>JD presented statement</i></p> <ul style="list-style-type: none"> ● Less Deficit than budgeted ● No nasty surprises. 	
<p><u>7. Review of Draft Budget (including SLA’s)</u> <i>JD presented budget</i></p> <p>Discussions took place around the following areas:</p> <ul style="list-style-type: none"> ● How realistic the deficit figure over the next few years? ● Lexia costs coming out in year 1. ● Any staffing issues that may cause a surprise? ● What caught us this year – Maternity cover <p>RM suggested that he would like to set about investigating the 3 highest income streams to ascertain if the funding is correct and managed in a timely way. Possibility to Map and create process. Areas to consider – General funding, SEN funding and Pupil premium.</p> <p>AND</p> <p>Investigate 3 highest expenditure streams, Teaching staff, Education Support Staff, Premises and Admin.</p> <p>RM open to help from other committee members.</p> <p>Resource Committee agreed the draft budget and noted that there are unknowns.</p>	<p>RM/JD/IR</p>

Draft Budget to be presented at the FGB meeting on 18 th May 2016 for Approval.	
<p>8. Staffing IR verbally gave an update. One member of staff has requested dropping from 5 to 4 days. This has been approved by the HT and can be covered.</p> <p>Discussions took place around whether the school have to keep on staff linked to a particular child when a child moves on. Contracts are fixed term and the staff member is always kept updated.</p>	
<p>9.Pupil Premium funding – Lexia IR gave a verbal update</p> <ul style="list-style-type: none"> • Pupil premium spend is on the website. • IR requested approval to spend £3400.00 on a learning resource called Lexia. The money is already in the budget and will be taken from LSU, Pupil premium and SEN. <p>Committee Approved the spend</p>	
<p>10.Buildings IR and RM to update</p> <ul style="list-style-type: none"> • Swimming pool – this will be filled in and grassed over during the summer holidays • Property Services – IR presented list of works that have been completed. <ul style="list-style-type: none"> ○ Lower school toilets to be refurbished late August/Early September. <p>JD to double check that the Site Manager records all works undertaken.</p> <ul style="list-style-type: none"> • 86 Ashley Road - RM undertook a ‘landlord style check’ large amount of work is required as the house is in a state of disrepair. <ul style="list-style-type: none"> ○ Electrics are faulty ○ Damp ○ Pointing is cracking. ○ Where is the Gas and Electrical safety certificates? ○ If the house is part of the site, why are Hampshire not undertaking professional landlord checks? ○ The cost to the school for repairs will depend on how much Hampshire will cover. ○ Why has the site manager (resident) not reported the required repair? 	<p>JD – Ongoing action</p>
<p>11. Health and Safety – Governor and B.M update (including accident report)</p> <p>This item only needs to be on the Resourcing Agenda if there is a cost implication to discuss.</p>	
<p>12. Policy review – Charging</p> <p>To be discussed in the next meeting.</p>	
<p>13. Government White Paper. This item no longer relevant for discussion.</p>	

14. AOB

Further discussions took place re the disrepair of 86 Ashley Road.