

**Ashley Junior School
Resources Committee Meeting
22nd November 2017 at 6.00 p.m.**

Present:

Tim Bradley (TB)	Chair	Local Authority
Ian Rix (IR)		Headteacher
James Rand (JR)		Co-opted
Norman Bullen (NB)		Partnership
Natasha Frisk (NF)		Co-opted
Elizabeth Ward (EW)		

In attendance:

Lisa Locke (LL)	Finance Manager
Lindsay Ratcliffe	Local Authority Clerk

Challenge Support Impact Actions

1	Welcome and Apologies	
	Chair opened the meeting and welcomed all. No apologies received.	
2.	Declaration of Pecuniary Interests (relating to this agenda).	
	None declared	
3 /4	Minutes of last meeting and matters arising will be carried forward to next committee meeting.	
5.	Budget Review:	
	<p>Proposed Budget Revisions: Finance Manager distributed November 2017 update of the Agreed Budget 2017/18. (Appendix 1) Finance Manager explained the figures in detail. (Appendix 1). During this explanation governors questioned issues as they arose. Staffing costs were highlighted and changes explained. Governor enquired about the increase in costs. It was explained that supply costs are unpredictable. Governor asked about the use of the cover supervisor and how the cover supervisor is deployed and perhaps it would be useful to employ another cover supervisor? It was explained that the cover supervisor is used across the school as well as C grade LSAs who are able to cover a teachers absence for example when teachers attend progress meetings. HT explained how changes in staff structure affect costings. Finance Manager moved onto other expenditure relating to premises. Questions were asked about the purchase of additional laptops and were these purchased for staff? The laptops had been purchased as some equipment in school was no longer functioning and replacements were necessary. Governor enquired about the laptop which had been stolen. The insurance claim is being processed. The sum allocated to hire of IT equipment has also</p>	

	<p>increased this is due to the new agreement to hire IT equipment Meals and catering costs were explained.</p> <p>Questions were asked regarding the recovery of debts in relation to school dinner payments.</p> <p>There is a more robust process in place with a member of the administration team whose role includes following up non-payment.</p> <p>Questions were asked about Resourced Provision in school. It was explained that the money does not become available in one chunk. It is paid 7/12ths then 5/12. This is due to the fact that the school year and the financial year do not match up.</p> <p>It was explained that funding such as Pupil Premium and PE and Sports funding cannot be relied upon. The funding from these sources could be stopped at any time.</p> <p>There is a projected deficit within the budget of £60,000. This compares to the original projected deficit of £38,000.</p> <p>It was noted that the deficit was due to Staffing costs and Resourced Provision. It is necessary to discuss the budget with Educational Financial Services (EFS). It is understood that a three year plan is necessary.</p> <p>Governors enquired about the situation in other schools.</p> <p>It was considered that other schools will also be faced with a deficit budget.</p> <p>The committee unanimously accepted the figures and commented on the clarity with which they were presented.</p> <p>The committee approved the amendments.</p>	
	<p>Chair suggested the committee consider the budget during 2018/19/three year plan.</p>	
	<p>Consultation document Funding Formula in Schools 2018/19 (previously circulated) was brought to the attention of the committee.</p> <p>Three options are available to vote upon. Finance Manager explained that the first option appears to be best for the school at present. Chair considered option B may be the best option for AJS.</p> <p>Committee discussed funding and formula surrounding funding. It was noted that deprivation added to the amount available within the school budget. This is examined and information taken from the national census with regard to deprivation.</p> <p>In October there was a pupil census which will drive budget.</p> <p>There was discussion surrounding Resourced Provision and the importance of inclusion within school and the effects this has on budgets.</p> <p>It was noted that until School Forum meets then the projected budget is speculative.</p> <p>Questions were asked about the necessity of a three form intake.</p> <p>HT informed governors that although the infant school has a three form intake that the junior school are not restricted to 30 pupils in each class.</p> <p>Chair noted that during the next academic year there will be a £40,000 deficit. Discussion at this point was surrounding how to reduce the deficit.</p> <p>Staff reduction was considered.</p>	

	<p>HT stated this has been done; that new staff are NQT's – subsequently a saving and that some LSA colleagues had not been replaced when they had left. This led to a discussion regarding staff restructuring and how this could be achieved.</p> <p>A number of different options were discussed, considering the impact on staff and pupils and the effect upon the budget as well as the possibility of restructuring.</p> <p>There was an agreement that</p> <ul style="list-style-type: none"> • Ways to save £40,000 must be found • Should there be some form of staff restructuring? • Advice from EFS will be taken on board. <p>There was an explanation to the committee from the HT about how funding for children with EHC plans works. That the school can apply for funding to meet the needs of pupils with EHCP plans. There is a concern that in some cases, not enough hours are provided. Furthermore on the advice of the Clifford Centre, some children require 1:1 support but the funding is not available as they do not have an EHCP.</p> <p>Questions were asked about when the school was in a similar position about seven year previously and was this cyclical?</p> <p>It was noted that the budget had been reviewed on a regular basis and economies and efficiencies made.</p> <p>Meeting acknowledged that inclusion within school is important. That with inclusion, the number of children with complex needs increases and that mental health issues have become a bigger draw on resources.</p> <p>It was considered that looking at other schools and how they are dealing with similar situations could be helpful. Look at how they staff resource provision for example.</p> <p style="text-align: center;">Finance Manager left the meeting 7.10p.m.</p> <p>Chair noted that the deficit cannot be changed, however a positive effort will be made.</p> <p>The proceeds from the sale of the house cannot be used to cover staffing costs.</p>	
	<p>Any Other Business:</p>	
	<p>A governor asked for clarification regarding the apprentice. The apprentice has resigned The HT was asked if there were any plans of employing another apprentice There is a possibility of this in the future.</p> <p>The role of the site manager was discussed. The school must be well kept Clear organised plan of work is necessary and it is necessary that the site manager takes a proactive role.</p> <p>Clerk reminded committee that Schools Emergency Contact details (out of hours) must be updated by 30th November. As the site manager is no longer on</p>	

	<p>site it is important that this has been completed. This has been updated.</p> <p>Details of an additional Health and Safety Training in May offered by Governor Services were also shared.</p> <p>Question was asked about a complaint referred to at the FGB and were details of complaints shared ?</p> <p>FGB Chair had dealt with the issue and had received no response to the letter sent.</p> <p>There was an explanation about the actual issue not being shared as this could result in governors being tainted and if a meeting was required with governors sitting on an appeal committee this would be problematic.</p> <p>The Landscape Workshop was both interesting and useful. There will be a final meeting on 6th December at 9.00 a.m.</p>	
	<p>Meeting closed at 7.30</p>	