

Pennington C of E Junior School Finance & Resources Minutes		Meeting 5
via Zoom		19th May, 2021
Present: Kirstie Richards (KR) Head teacher Stuart Kingsley Smith (SKS) Chair F & T Co-opted George Kidner (GK) Foundation Rachel Noel (RN) Foundation Karen Simpson (KS) Co Chair FGB Co-opted		In Attendance: Hannah Burnham LA Clerk: Lindsay Ratcliffe
Apologies: Tony Lowman (TL) Co-opted Chair FGB		Meeting was Quorate throughout.

Challenge **Support** **Impact** **Actions**

Minute	Subject	Action Point	By whom	When?
5	Staffing	Dismissal Hearing: only one TA to be dismissed	Panel	24/5/21
6	Budget	New scenario to be placed in gov hub All members to scrutinize new scenario/express agreement or otherwise	HB Govs	20/5/2021
9	Solar Panels	Contact Ashley Junior School – enquiry how beneficial? Cost savings?	HT	ASAP

1	Welcome and Apologies: Meeting opened 5:30. Chair welcomed all to the meeting thanked all for attendance . Apologies had been received and were accepted from TL	
2	Declaration of Pecuniary Interests: RN Governor at PIS	
3	Minutes:	

	<p>Minutes were accepted as an accurate record of the previous meeting</p> <p>To be signed by Chair/filed by clerk at an appropriate opportunity</p>	
4	<p>Matters Arising:</p> <p>Cleaning in house had been discussed at previous meeting. This has not come to fruition. Cleaner did not want to become a keyholder</p> <p>Restructure of Committees: this to be discussed at FGB</p>	
5	<p>Staffing /Restructure</p> <p>5.1 Staff Structure/ required recruitment Update</p> <p>Co-Chair (FGB) + HT had completed the skills audit around restructuring.</p> <p>Dismissal hearing will take place on Monday 24th May 2021.</p> <p>Committee’s attention was drawn to the year end figures within the budget. The bottom line is significantly different to the forecast. Expectation was following restructuring there would be a surplus of £8000.</p> <p>Governors enquired why the change was so significant?</p> <p>An additional £30,000 of funding around Covid had been received as well as the retirement/resignations of some senior staff.</p> <p>Governors were updated around restructure to date:</p> <ul style="list-style-type: none"> • Teacher resigned as she had been successful in obtaining a new post • A colleague retired • Outcome is that there is only a need to dismiss one TA rather than 2 <p>Questions were asked around this, the impact on the needs of the children and the situation which may develop further down the line.</p> <p>Governors were informed that if a position is made redundant then it is not possible to recruit again for this role for 18 months, that if necessary then restructure could occur again in 12 months’ time.</p> <p>Governors’ attention was brought to the surplus of £120,000 at the end of the next financial year.</p> <p>HT would like to keep 6 classes rather than drop to 5. Pupil numbers going forward were examined: Numbers on role likely to be 160, 179, 178 then 118.</p> <p>New scenario: maintain 6 classes, additionally advertise for a caretaker: 10 hours per week and keep one of the TA’s.</p>	

	<p>Wings has been removed; this provision was removed on the instructions of Hampshire. At a meeting this was the instruction given to HT and Co-Chair. HT followed this instruction. This has not been successful and HT will be reinstating Wings. Children’s needs are high and there is a significant amount of evidence to show that this provision is crucial.</p> <p>Further questions were asked about the surplus – has this been checked?</p> <p>The figures have been checked with a colleague from Hampshire CC.</p> <p>How have the savings been made?</p> <p>Staffing: 2 senior teachers resigning/retiring, more high needs top up funding received and the additional Covid funding have all had an impact on the budget.</p> <p>Governors consider that spending from the budget to staff the school appropriately and to meet the needs of the children is crucial. The priority of the governors is to see that the educational and emotional needs of the children are met. There will be a surplus over the next 3 years.</p> <p>Governors noted the role of a school is not to make a profit, but to spend funding appropriately to meet the needs of the children.</p> <p>Discussion of the caretaking role followed:</p> <p>This is to be a temporary contract, 5 – 10 hours per week and will be advertised.</p> <p>There were questions about alternatives such as buying in from the Infant School where a site manager is employed.</p> <p>The need for up to 10 hours per week means this scenario would not be feasible.</p> <p>Future staffing was discussed. Currently HT is running the Nest; governors were asked for approval to recruit a colleague on a one-year contract to allow HT time to focus on key role especially with preparation for SIAMs and future Ofsted visits.</p> <p>It was confirmed that any recruitment would be on temporary contracts – this includes teachers, caretaker.</p> <p>Governors enquired if recruitment was acceptable in light of restructuring.</p> <p>This is acceptable, again it was confirmed new posts would be fixed term.</p> <p>All governors agreed that only one TA needs to be dismissed at this point in time and that interviews should go ahead to appoint teachers to ensure 6 classes can be covered.</p>	
6	<p>Budget</p> <p>6.1 Income/Expenditure to date against current budget plan</p>	

	<p>Budget had been circulated prior to the meeting</p> <p>Much discussion in this area had taken place within the previous item.</p> <p>Governors enquired if an amended budget including the new scenario could be shared prior to the FGB meeting on Tuesday.</p> <p>Finance officer confirmed this could be completed and would be shared via Governor Hub. This would be shared on Thursday 20th May to allow all members of the committee to look through it.</p> <p>The amended scenario would include 6 classes, Nest, TA and caretaking hours. This should leave a surplus of £98,000 at the end of the financial year.</p> <p>Going forward: they should be appropriate use of temporary contracts.</p> <p>Governors stressed the importance of HT to be able to fulfil her strategic role and be freed up from time in the classroom to allow her to do this.</p> <p>6.2 Deficit Update : There is no longer a deficit: item to be removed from future agendas</p> <p>6.3 Resourced Provision</p> <p>6.4 Approval of Budget to be submitted to FGB for final approval</p> <p>This will be taken to FGB following the submission of the alternative scenario</p>	
7	<p>Policies</p> <p>There were no policies to update/review</p>	
8	<p>Catch Up Funding</p> <p>8.1 Totals £8070 has been received initially followed by an additional £23, 215</p> <p>Where did the additional funding come from?</p> <p>Government was able to offer additional funding</p> <p>8.2 Spending</p> <p>Bought into a programme Thrive at a cost of £5,000.</p> <p>‘Thrive helps adults prepare children and young people for life's emotional ups and downs. The Approach teaches you how to be, and what to do, with children's differing and sometimes challenging behaviour. As a result, children become more self-assured and ready to engage with life and learning’</p>	

	<p>It was explained to governors that this programme develops a whole school approach to mental health and deals for example with attachment issues. Currently two practioners have been trained. This programme is much more complex than ELSA.</p> <p>Will this be included in the SIP?</p> <p>It will be – it fits with what is currently happening. HT considers this to be the best complete package currently available.</p> <p>8.3 Impact of Funding</p> <p>There will be training for all staff during the September INSET ensuring a common approach. This builds on measures already in place</p> <p>Enquiries were made about academic catch up and the use of tutors?</p> <p>There are insufficient tutors available. Catchup in house has been provided by Tas working on areas such as Reading and Phonics (additional hours). Spending money on extra hours for the Tas currently employed allows transfer back of information and conversations to be had. The focus currently is mainly on Year 5.</p> <p>There has been an increased demand for ELSA support – without this support many children would not be in class</p> <p>Laptops (54) required funds to be spent on configuration</p> <p>At this point there was a question about the PE Grant</p> <p>This has not been included in the current figures</p>	
<p>9</p>	<p>Premises and Health and Safety Update</p> <p>PJS has had a number of surveys around the installation of solar panels. Hampshire is behind a drive to encourage the installation of solar panels in schools and there is a government grant available.</p> <p>This programme would be free to schools. The only visible cost to the school over the next 5 years would be the cleaning of the panels.</p> <p>There was some concern about the cost at the end of 5 years to the school.</p> <p>It was noted that Ashley Junior School have had solar panels installed. HT to contact HT (AJS) to discuss panels.</p> <p>Enquiries will be made abut future costs as well as cleaning costs.</p> <p>Fencing around the pond is complete and they are is secure.</p>	

	<p>Wooden seating area needs to be replaced. A donation of £1000 towards this has been received. Application to Tesco to be included in the Bags of Help scheme has been made – no response.</p> <p>It is necessary to put into place a rolling programme of maintenance: redecoration, carpets.</p> <p>Quotes to be requested.</p>	
10	<p>Correspondence:</p> <p>None received.</p>	
	<p>Date for next meeting:</p> <p>Meeting closed: 18:50. Governors were thanked for their attendance.</p>	