



**MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE
OF ST SCHOLASTICA'S CATHOLIC PRIMARY SCHOOL HELD ON
WEDNESDAY 12 JUNE 2024 at 5.45pm**

Members:

Name	Initials	Role / category of governor	Term of Office End	Attendance / Apologies
Davina Attara	DA	Local Authority / Chair of this Committee	09/03/2022 – 08/03/2026	Present
Sandra Brierley	SB	Headteacher	Ex officio	Present
Audrey Ngouadje	AN	Foundation	01/02/2022 – 31/08/2025	Present
Nick Blackham	NB	Staff	10/10/23 - 09/10/27	Present
Elaine Radburn	ER	Foundation	01/09/23 – 31/08/27	Apologies
Marsha Mollineau	MM	Parent	16/11/2022 – 15/11/2025	Present
Roseline Fadaini	RF	Foundation	?	Apologies

Also present: Chandrika Sashidharan (CS) – School Business Manager

Clerk: Jane Ware

ACTION LOG

Item	Action / Update	Responsible	Date by
18/10/23 7.2	Fire risk survey outcome and contract register to be shared at the next Resources Committee meeting. <i>Completed. The contract register has been updated and is on Governorhub.</i>	SB	29/03/24
12/06/24 5.1.2	Clerk to amend and upload the minutes Governorhub.	Clerk	June 2024
12/06/24 11.3	Governors to review the policies ahead of the Full Governing Body meeting.	Governors	June 2024
12/06/24 12.2	DA to check with RV about the letter and update at the Full Governing Body meeting.	DA & RV	June 2024
12/06/24 15.5	SB to share safeguarding training links at the Full Governing Body meeting and governors to be asked to complete this by September in preparation for Ofsted.	SB	June 2024

The meeting started at 17:45.

Part 1: Non-confidential

1.	Welcome & Opening Prayer
1.1	All governors were welcomed to the meeting. The meeting was opened with a prayer.
2.	Agreement to virtual meeting in line with GDPR regulations and School policy
2.1	Governors agreed for the meeting to be held virtually.
3.	Declarations
3.1	There were no declarations of interest.
4.	Committee Organisation
4.1	<u>Governors to declare any interest, pecuniary or otherwise, in agenda items</u>
4.1.1	There were no items declared.
4.1.2	The Committee membership was acknowledged.
5.	Minute of the Last Meeting
5.1	<u>Minutes of the Previous Meeting held on 20 March 2024</u>
5.1.1	Governors considered the minutes within the agenda pack and APPROVED the minutes of the meeting held on 20 March 2024 as a correct record subject to the following minor amendments: <ol style="list-style-type: none">1. Under financial tasks, that should be 178 pupils not 478 pupils2. Pupil premium grant (PPG) figure is actually the special educational needs and disabilities (SEND) figure.3. It was noted that the PPG projection is £109,185.
5.1.2	Action: Clerk to amend and upload the minutes to Governorhub.
5.2	<u>Matters Arising</u>
5.2.1	See actions log for updates.
6.	Review agenda and agree any confidential items
6.1	There were no confidential items.
7.	Urgent action taken since the last meeting
7.1	The Chair confirmed that no urgent action was undertaken.
8.	Priorities & Link Governors
8.1	QUESTION: Are we all aware of what year groups we are linked to? ANSWER: It hasn't changed but a change will be composed for next year, but as it stands it is fine.
9.	Financial Tasks - CS <ul style="list-style-type: none">• Budget• SBM report (including finance, staffing, premises and EYFS Staffing Structure)
9.1	Highlights were as follows: <ul style="list-style-type: none">• Projection shows what has been spent and received by the end of May.• Actual spend is under due to waiting for invoices to arrive.• There is a small deficit of £24k which is a projection, so if income decreases then the deficit will increase.• There is a slight increase in SEND funding as one child has moved from level four to level five and this might increase further as more education health care plans (EHCPs) have been agreed and are in the pipeline.• The projection for expenditure for teaching staff has increased, and includes 3.5% potential increase and 3% inflation rate for support staff too.• Three teachers are resigning in August and we plan to take one ECT and one main scale teacher, and the nursery teacher will not be replaced, but there will be two nursery education officers instead.• There is an additional LSA for six hours a week across the nursery.• There are additional teaching assistants (TAs) in year 3.• One admin staff member will be retiring in December, the job will be reevaluated and a replacement recruited in October to allow two months of handover.• Speech and language has increased due to more hours and their prices also increasing.• Learning resources have declined because some resources costs are coming from the surplus spend plan which is why the learning resources budget is lower.

	<ul style="list-style-type: none"> • The -£24869.26 surplus deficit is not a major concern, the five year budget is the big concern and 2027-2028 accumulative deficit is the long term concern, unless pupil roll increases. • There is a plan for a two year old nursery. • SB asked if the school could keep the house and if she could speak to trustees but has not had a response yet, however the tenants will need two months' notice. The estate agents are aware of the situation. The tenants are on a rolling contract.
9.2	Governor Question: Is the school house still part of the income? Answer: Yes, it's about £24k.
9.3	Governor Question: Why are the teachers resigning? Answer: Two are relocating, and one has moved to west London which is apparently cheaper than Hackney. The nursery teacher said that she would like a new challenge. It is a blow because they are strong teachers and we have had a period of stability. We recruited an early careers teacher (ECT) for year 2 today, who is familiar with the area and worked previously in a local Roman Catholic school. She will have a handover over some days in the summer term. We are still looking for a year 5 teacher.
10.	Premises
10.1	Highlights were: <ul style="list-style-type: none"> • All classes have air conditioning following servicing of the units. • An alternative resource provision (ARP) is being created for the school which will start in September. • There are 4-5 children taught outside of their cohort, but as they get older it is not appropriate for them to be with younger children due to the nature of their needs. • The pod in the playground is a modular building divided into two rooms, which will become one room and be the ARP for those five children. • The local authority will be approached for official funding, however their plans are set until 2025-26. • The fire doors work has been completed. • Deep cleaning will take place over the summer. • A RAC survey was done in Easter holidays and there is no RAC present in the building.
11.	Policies for amendment / approval <ul style="list-style-type: none"> • Health and Safety (no changes) • LBH Financial Procedures (Hackney policy) • Pay Policy (Hackney policy)
11.1	The policies required the governors to approve and recommend to the Full Governing Body for ratification.
11.2	Governors AGREED to review the policies prior to the Full Governing Body meeting.
11.3	Action: Governors to review the policies ahead of the Full Governing Body meeting.
12.	Any other Business
12.1	It was noted that the last health and safety visit was in December by Audrey and Nick.
12.2	Action: DA to check with RV about the letter and update at the Full Governing Body meeting.
13.	Confidential items
13.1	No confidential items were raised.
14.	Propose items for the next meeting's agenda
14.1	No items were proposed.
15.	Next meetings
15.1	In 2024-25 there will be termly meetings of the Full Governing Body, Resources and Teaching & Learning committees.
15.2	Committee meetings will be held online and Full Governing Body meetings held in person.
15.3	The next Full Governing Body meeting will be held on 3 July 2024
15.4	The next Resources Meeting in the new academic year will be on 23 October 2024.
15.5	Action: SB to share safeguarding training links at FGB and governors to be asked to complete this by September in preparation for Ofsted.

The meeting ended at 6.30pm.

Signed by **Davina Attara**, Chair of Resources Committee

Date