



**MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE
OF ST SCHOLASTICA'S CATHOLIC PRIMARY SCHOOL HELD ON
WEDNESDAY 20 MARCH 2024 at 6.15pm**

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	Apologies
Sandra Brierley	SB	Headteacher	Ex officio	Present
Audrey Ngouadje	AN	Foundation	01/02/2022 – 31/08/2025	Present
Nick Blackham	NB	Staff	28/03/2020 - 27/03/2023	Present
Elaine Radburn	ER	Foundation	01/01/2020 – 31/08/2023	Present
Marsha Mollineau	MM	Parent	16/11/2022 – 15/11/2025	Present
Roseline Fadaini	RF	Foundation	?	Present

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

Clerk: Jane Ware

ACTION LOG

Item	Action	Responsible	Date by
18/10/23 7.2	Fire risk survey outcome and contract register to be shared at the next Resources Committee meeting.	SB	29/03/24

The meeting started at 19:15.

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.
5.	Minute of the Last Meeting
5.1	<u>Minutes of the Previous Meeting held on 18 October 2023</u>
5.1.1	Governors considered the minutes within the agenda pack and APPROVED the minutes of the meeting held on 18 October 2023 as a correct record subject to minor amendments.
5.1.2	It was noted that governors should share administrative items with the clerk.
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.	Committee Membership <ul style="list-style-type: none"> • Annual declaration of interest form to be completed • Governors to declare any interest, pecuniary or otherwise, in agenda items • Review and agree Committee Members
9.	Financial Tasks - CS <ul style="list-style-type: none"> • Year End 2023/24 • Draft Budget 2024/25 • SBM report including Premises, Lettings and Personnel updates • SLA Register • 2 Year Old Nursery Consultation
9.1	Highlights were noted as follows: <ul style="list-style-type: none"> • The 2024-2025 budget is for 178 pupils as per the October 2023 census. • There was a mainstream schools additional grant paid separately but next year it will be rolled into the whole budget. • There was a £4718 per pupil, next year it will be £4750 per pupil • Next year all schools will get a lump sum of £159k which will increase the next year to £161k and the year after £169k. • The teacher's pension and employer grant is included in the whole budget. • SEND funding will increase as the school is waiting for some education health care plans (EHCPs) to be considered, anticipated to be £11200 but it is not added yet as it has not been received. • There has been £187k in pupil premium grant (PPG), and whilst year 6 children are leaving some new reception children will be on PPG. • The recovery premium will stop from 2025-2026 onwards. • Staffing has been from September the school plans to use in house Tas to support SEND pupils across the schools. This is possible due to the falling roll. • Facilities, catering, ICT and speech and language are constantly being reviewed. • The school will be able to manage, even with the surplus, until 2026/27, after which the school will start to go into a deficit. • Falling roll remains a concern, so the school will focus on filling vacancies and keeping the nursery full at all times. • Grants are being looked at to run the forest school which is very popular but expensive. • Levels 4 or 5 special educational needs and disabilities (SEND) support are much more expensive but ARP funding can be applied for which is about £15k per child, in addition to £6k. • SB is preparing a business case for a two year old provision.

	<ul style="list-style-type: none"> • The school must prepare for falling pupil rolls and have a clear strategy from 2026. • SB has joined the falling pupil rolls group, made up of headteachers and executive headteachers and chairs of governors and SB is the only one representative from the non academy Catholic community. • Concerns are around having a deficit budget or difficulty with income, Ofsted and standards, KS2 SATS, phonics screening checks, but the school is fine in these aspects however there is a focus on marketing of the school and specialist help is available which would be useful. • Most big building projects have been carried out, but setting up of the access controls system is required for doors, WI Security were chosen from three quotes for this work which will happen during the easter holiday. • There is an additional supply TA in year 3 for three SEN children and there is a supply nursery officer who will cover the nursery two afternoons per week. • There has been regular interest in lettings but requests for a discount which the school is not able to offer. • The debt management and government procurement policies were need reviewed and ratified as there are no changes from the previous versions. • SB met with Tim Wooldridge from early years in Hackney regarding a two year old provision, because the government is offering more childcare to younger children from April, so this could be considered for September 2024 or January 2025. Advice was to consult the parents, which will be after the holidays and SB will check parent interest in uptake via a questionnaire. The suggestion is to start with 4-8 places as a trial, due to implications around staffing at 1:4. There might be initial set up costs. An assessment will be completed by Hackney once it starts. It could support feeding into three year old provision and thereafter in the school. Further information will be provided to governors about this in due course. • The contract of the nursery in the church hall next door will be up for renewal quite soon, and governors could reach out to find out what the plans are because this impacts the school. There is a financial implication too, as this is income for the church, so this will be mentioned in the Teaching and Learning Committee.
9.2	<p>Governor Question: What is the additional grant?</p> <p>Answer: It is the mainstream additional grant that every school receives.</p>
9.3	<p>Governor Question: In terms of the income, why is it dropping next year and then going up?</p> <p>Answer: It has been anticipated that there will be five less children next year, because it is safer to be pessimistic. The trend is for falling pupil roll which is why the income is decreasing, however we should be getting catering income which is why the number increases in coming years.</p>
9.4	<p>Governor Question: The supply teachers costs are recorded as £4k but it is costing about £12-13k so it does not feel like value for money if we are losing £8k per year.</p> <p>Answer: It is not value for money, but sometimes there is maternity pay and sickness. It is not known how each year will be. It is a big risk if it is not anticipated.</p>
9.5	<p>Governor Question: £8k should be divided by the cost of supply teachers. £8k divided by £190k will equate to a number of days. If a teacher unfortunately had to go on long term sickness it would be 40 days but if there was a staff member on long term sickness it would be worth taking the risk of £8k.</p> <p>Answer: This is for absences of three days which then leads to supply, which is about 40 days.</p>
9.6	<p>Governor Question: Will there be any additional costs in setting up a nursery provision for two year olds?</p> <p>Answer: There might be, but there might be some funding available. The business case will check viability. The consultation will include the question of longevity and sustainability.</p>
8.	<p>Policies for amendment / approval</p> <ul style="list-style-type: none"> • Debt Management Policy • Government Procurement Card
8.1	Governors AGREED the Debt Management and Government Procurement Card policies.
9.	Any other Business
9.1	<u>Strategic Direction</u>
9.1.1	SB met with Maggie Kalnins and implementation of themes around strategic direction will be implemented in the new academic year, and information will be shared at the next Full Governing Body meeting.
9.1.2	Whilst the school still has a surplus, cost savings are a focus and the ambition is to stretch the budget and try to maintain the surplus.

10.	Confidential items No confidential items were raised.
11. 11.1	Propose items for the next meeting's agenda No items were proposed.
12.	Dates of Committee Meetings 2023/24 12 June 2024

The meeting ended at 19.10.

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

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