

GOVERNING BODY OF RYHILL J & I SCHOOL

RESOURCES COMMITTEE MEETING MINUTES

DATE:	TIME:	LOCATION:
Monday 1 February 2021	4:30 pm	School

PRESENT

Chair of Committee:	Mr R Davidson	
Headteacher:	Mrs E Jones	
Committee Members:	Mrs K McKelvie	
In Attendance:	Mr M Jones (SBM)	Ms L Heaton (Associate Member)
Clerk:	Miss C Winter	
Apologies:	Mrs F Heptinstall	Mrs M McCabe
	Mrs A Kenyon (Observer)	

	ITEM	ACTION
	<u>PROCEDURAL ITEMS</u>	
1.	WELCOME AND APOLOGIES The Chair welcomed Governors to the meeting. Apologies It was reported that apologies had been received from Mrs F Heptinstall and Mrs M McCabe. Resolved 19 <i>That consent be given to the absence of Mrs F Heptinstall and Mrs M McCabe.</i>	
2.	DECLARATIONS OF INTEREST There were no declarations of interest.	
3.	CHAIRS COMMENTS AND ACTIONS There was nothing to raise under this heading.	
4.	MINUTES OF THE MEETING HELD ON 9 NOVEMBER 2020 Resolved 20 <i>That the minutes of the meeting held on Monday 9 November 2020, being correct, be signed.</i>	
5.	MATTERS ARISING FROM THE MINUTES There were no matters arising from the minutes.	

ITEM	ACTION
<u>LEADERSHIP, ACCOUNTABILITY AND EVALUATION ITEMS</u>	
<p>7. BUDGET MONITORING AND EXPENDITURE PROPOSALS</p> <p>Mr Jones explained that the projected carry forward figure of £113k had been affected by the latest lockdown period so a further review had been carried out.</p> <p>There had been some additional costs including:</p> <ul style="list-style-type: none"> • New urinals had been installed in the boys toilets. • There had been some additional ad hoc cleaning costs. <p>Governors noted that savings had been made on:</p> <ul style="list-style-type: none"> • Agency costs • Training • Swimming • Consultants' fees. • Final stage of school re-brand (photography & video media day) <p>To reduce the size of the carry forward it was recommended that some of the items on the Premises Development Plan should be brought forward.</p> <p>Implementing all of these spending proposals would bring the projected carry forward figure down to £99,612.</p> <p>Mr Jones reported that the school had received a provisional Covid-19 catch-up premium autumn payment of £4140. This had been allocated in the school catch-up plan and was also included in the projected carry forward. However, it could not be used at the moment due to the lockdown.</p> <p>Mr Jones confirmed that Local Authority finance were happy for the school to compile a list of what the school would have spent if the lockdowns had not taken place, this would clearly explain a higher than expected budget surplus.</p> <p>Governors noted that there was £4500 of sports premium funding that had not yet been spent. The plan had been to employ a sports coach for an additional day per week to deliver a sports leadership programme but due to lockdown this had not been possible. Mr Jones would get some quotes for nursery apparatus and the daily mile track. It was unlikely that the school would be able to get people in to do the work this financial year so the money would have to be carried forward.</p>	
<p>8. REVIEW / APPROVAL OF PAY POLICY</p>	
<p>Resolved 21 <i>That the Local Authority model pay policy 2020 be adopted.</i></p>	
<p>9. REVIEW CHARGING AND REMISSION POLICY</p>	
<p>Mr Jones explained that minor changes had been made to the Charging and Remission Policy. The section about charging for peripatetic music tuition had been removed.</p>	

ITEM	ACTION
<p>Resolved 22 <i>That the policy be approved.</i></p>	
<p>10. PREPARATION FOR SCHOOLS FINANCIAL VALUE STANDARD</p> <p>Mr Jones had circulated the Financial Risk Control Assessment to governors. There had not been any actions from this other than the update to the Charging and Remission Policy.</p> <p>Mr Jones shared the updated Premises Development Plan. He explained that the fire risk assessment had just been received and there were a few actions within it that would create associated costs within the plan. One of the issues had previously been flagged up, but subsequently cleared in the previous assessment due to the age and build of the school. He was seeking advice from the Corporate Health & Safety Team.</p> <p>Mr Jones had obtained a quote for work to the playground wall. If the school wants to install a fence that increases the height including the wall to above 2m, then planning permission is required; this had been factored into the cost. He recommended that the planning application process should be completed and then new quotes for the work obtained as some of these quotes had been submitted last summer so costs may have increased since then.</p> <p>Other projects brought forward into the 2020/21 budget where the Student iPads and Laptops that were discussed earlier under expenditure proposals.</p> <p>Q. Is the fence at the end of the field higher than 2m? A. The fence at the end of the field is higher than 2m but this was already in place. For any new work we need to follow the correct process to get permission for the fence otherwise we could be ordered to take it down again. I do not anticipate that there will be any objections from the home owners as they have previously raised issues about balls landing in their gardens.</p>	
<p>11. SAFEGUARDING / HEALTH AND SAFETY</p> <p>Health and safety issues had been covered under the previous item.</p> <p>The Headteacher explained that there were no safeguarding issues.</p>	
<p><u>GENERAL ITEMS</u></p>	
<p>12. HEALTH AND SAFETY</p> <p>There was nothing to raise under this heading.</p>	
<p>13. ANY OTHER BUSINESS</p> <p>Resources Committee Chair The Chair explained that now he was chair of the Governing Body he would like Governors to consider if one of them would be willing to chair the Resources committee.</p> <p>Q. What do you expect from Governors who attend this committee?</p>	

ITEM	ACTION
<p>A. Governors should read the documents that are sent out before the meeting and ask any questions they have, particularly about the impact that proposals will have on pupils. Governors are welcome to submit questions before the meeting so that the Headteacher and staff can prepare information to present at the meeting.</p> <p>Q. How do you decide what to spend money on?</p> <p>A. Spending is linked to priorities in the School Development Plan or the premises plan. Sometimes we need to spend money on other things which arise and could not have been anticipated such as Covid related measures.</p>	
<p>14. DATE AND TIME OF NEXT MEETING</p>	
<p>Resolved 23 <i>That future meetings of the Resources committee be held virtually at 4.30 pm on Monday 1 March and Monday 28 June 2021.</i></p>	
<p>MEETING CLOSE TIME: 5:05 pm</p>	



CHAIR