



Meeting 3 – Part 1 Minutes – Finance & Resources

Date/Time	Tuesday 6th July 2021 6.30pm	Location		Whimple Primary School			
Attendees	Initials	Category	Committee	Attendees	Initials	Category	Committee
Helena Hastie	HH	Co-opted	F&R - Chair	Caroline Ward-Reece	CWR	Co-opted	F&R
Carianne Bright	CB	Parent - Governor	F&R	Digory Smith	DS	Co-opted	F&R
Linden Best	LB	Parent - Chair	F&R/T&L	Carole Shilston	CS	Headteacher	F&R/T&L

Apologies	Initials	Category - Reason

Absent without Apology	Initials

In Attendance	Initials	
Helen Mitchell	HM	Clerk

Minutes to	Papers
Attendees	
Apologies	
School Noticeboard	
School Website	

1	Apologies
2	Business Interests
3	Minutes of the last meeting – 18th March 2021
4	Matters Arising
5	Finance
6	Staffing update
7	Buildings

Ref	Action or Decision	Owner/ Decision	Date Due
1.1	<u>Apologies</u> None.		
2.1	<u>Business Interests</u> None to report.		
3.1	<u>Minutes of the Meeting on 18th March 2021</u> The minutes from the last meeting were agreed to be true and accurate record and were signed by the chair.		



4.1	<p><u>Matters Arising</u></p> <p>5.1 Pupil numbers discussed at FGB - all satisfactory.</p> <p>LB query re. deficit - satisfactorily explained since.</p> <p>There was discussion in regard to the proportion of teachers/teaching assistants salaries compared to total cost, and what actions if required would be needed to manage this?</p> <p>CS stated that some savings are naturally gained from changes in staffing. For example a more experienced member of staff who has been employed for a number of years, being replaced by someone newer to the role. However, if this area was needed to be cut significantly, if the school was in a worsening financial position, then a process of redundancy would be required. Fortunately the school is not anywhere near this position.</p> <p>Pupil premium funding. There are 3 pupils leaving at the end of year 6. However, with all the new joiners, there are new pupils entitled to pupil premium, so the impact will not be significant.</p> <p>The school is in a strong position currently, so doesn't require any actions in terms of reducing staff, advertising for new pupil joiners, and cost cutting.</p> <p>CS stated that when considering TA recruitment, we air on the side of less hours, the minimum requirement and add hours if necessary.</p> <p>9.1 HH and LB still to meet to discuss strategic plan</p>	<p>LB query - resolved</p> <p>governors query</p> <p>LB to arrange meeting with HH</p>	
5.1	<p><u>Finance</u> <u>Budget Monitoring Report</u></p> <p>No questions. Only variants are in staffing, as changes to hiring.</p> <p><u>D78 - Capital Budget</u></p> <p>School is yet to receive monies from Devon County Council, however this is usually approximately £5k.</p> <p><u>PE Grant</u></p> <p>Expenditure planned for the school year, however the monies come are allocated for the financial year. School has so far received £9k out of £17k. Balance to be received in the autumn term. CS informed that this year's amount will hopefully give a bug catch up in swimming, (not possible to provide during COVID restrictions) also used for forest school, mental health and supporting external sports providers and children attending sports</p>		



	<p>clubs. The money allocated in the previous financial year for playground markings has now been spent/ work completed.</p> <p><u>Pupil Premium</u></p> <p>Covered in point 4.1 above. School has fully funded 3 pupils to attend the year 6 residential, and partly funded another other pupil not on Free school meals but is an ever 6 pupil. Furthermore all pupil premium children have been funded to attend the class school trips.</p> <p><u>COVID Funding</u></p> <p>1 branch of funding is £80 per pupil from the government, 2nd branch of funding is to subsidise mentoring/tutoring. The school chose to go with an external tutoring company who provides small group tutoring. These groups have to include pupils deemed as 'pupil premium'. This has been utilised by the school across years 2-6.</p> <p>HH asked how the money is being spent? and how it is benefiting the children? CS not all money has been spent yet, but have had extra staffing time to give extra support to pupils. CS needs to communicate this to parents in the school weekly newsletter.</p> <p>CS wants to continue using 1-1 mentors into the next school year. CS also will also carry out further pupil assessments in the final weeks of term in order to plan for where additional support needs to be targeted in the next school year.</p>		
6.1	<p><u>Staffing Update</u></p> <p><u>Maternity Cover/ECT</u> - LB/CS and JG interviewed 5 candidates. Appointed an ECT to start in September.</p> <p>Some cost implications, as now ECT is a 2 year development course that requires more time out of class that the school needs to cover. More mentoring time involved. CS hopes there is some funding to help cover this additional time.</p> <p>CS to confirm practicalities of the funding, as ECT will only be here for part of that 2 years development.</p> <p>LB challenged whether the school will be worse off financially? HH answered that this should be at similar levels of cost, due to a staff absence insurance policy claim to cover maternity leave, and also there will be a saving to the difference in pay scale between existing teacher and new recruit. Hopefully this and any additional funding for the ECT will help cover the extra costs.</p> <p><u>Devon Norse</u> - Member of staff retiring, yet to know of any replacement.</p>	<p>HH challenge. CS to put in the school newsletter.</p> <p>LB challenge</p>	<p>completed 9/7/21.</p>



WHIMPLE PRIMARY SCHOOL

Governing Body

7.1	<p><u>Buildings</u></p> <p>New carpets have been put up in the staff room.</p> <p>Playground markings have been done.</p> <p>Building contractors have been very supportive in putting right windows and some pipe work.</p> <p>LB asked about whether anything has been done about the boundary wall with the village hall. CS still needs to follow this up. CS needs to get someone to come in and survey in.</p> <p>Builders are also coming to look at locks on toilet doors.</p>	<p>LB challenged CWR is going to see if she knows any surveyors. CS to follow up.</p>	
	<p><u>Any other business</u></p> <p>CS showed the new apple characters to the governors that tie into the 6 R's.</p>		
The meeting closed at 6.50pm			
Date/Time	Thursday 25th November 2021	Location	Whimple Primary School