

THE GOVERNING BODY OF BYWELL CE (VC) JUNIOR SCHOOL

Minutes of a meeting of the Finance and Resources Committee held at the school at 5:30 pm on Tuesday, 27 September 2022.

PRESENT

Mr M Broome (Committee Chair), Ms Z Adam (Head Teacher), Mr N Calcutt, Miss E Wolfenden

In Attendance

Mr Tom Huffinley (School Business Manager)

Mrs R Krishnarao (Clerk)

ITEM		MINUTE
1.	Election of Committee Chair.	There was one nomination for Committee Chair. RESOLVED: That Mr M Broome continue as Chair of the Resources and Finance Committee for a further year.
2.	Apologies for absence, consent and declarations of interest.	There were no apologies for absence and no declarations of interest.
3.	Notification of items to be brought up under Any Other Business.	Energy costs were notified to be brought up under Any Other Business. Governors requested prior to the meeting to be updated on the impact of rising energy costs on the school Budget.

4.	Minutes of the meeting held on 5 April 2022.	RESOLVED: That the minutes of the meeting held on the 5 April 2022 be approved by the Chair as a correct record.
5.	Matters arising.	<p><u>School Budget- Item 14</u></p> <p>On Census Day last year, the school was not full, which impacted school funding. However, this year it was predicted that the school would be full on Census Day. It was also reported that there were 3 pupils who were appealing for a school place, after their original application was declined.</p> <p>Question: Do we know if other schools locally are full?</p> <p>Answer: There are plans for a new school to be built as part of the new housing development. The school has previously explored the possibility of expansion. However, it was not supported by the local authority.</p> <p>Question: When will the appeals be heard?</p> <p>Answer: The appeals will be held after census day.</p> <p>Question: How much was the carry forward?</p> <p>Answer: The school was able to reduce the carry forward to just under 10% so there will be no clawback from the Local Authority.</p>

6.	Finance	<p>A finance report was circulated prior to the meeting.</p> <p>The Head Teacher welcomed the new School Business Manager to the meeting and gave a staffing update as follows:</p> <ul style="list-style-type: none"> i) The school had recruited a new learning mentor as well as a new business manager. One member of the teaching staff had left, and the vacancy has been filled internally by increasing staff working hours. ii) There was a discussion around Staff Pay Awards which were set nationally by the government. The national consultation period on the Awards had now ended. Pay awards would be backdated to the start of the academic year and paid in the November or December pay checks. <p>Question: Has the School budgeted for the pay awards?</p> <p>Answer: The School budgeted for a 2% pay award, however the pay award is expected to be 5%. There is no central funding to cover the pay award. The school is in a good position financially compared to other schools and will be able to cover the cost of the pay award this year.</p> <p>Question: Have you decided not to continue with the covid catchup tuition?</p> <p>Answer: Last year the school was required to cover 25% of the costs of the covid catchup tuition. The remaining 75% was funded by the government. However, because the recommended pay for staff per hour was low the school topped-up the amount paid per hour. This year only 50% of the covid catchup tuition is being funded by the government. The school would need to cover the other 50% plus the additional top-up payment. Financially this isn't possible due to the rise in Staffing costs and rise in energy costs.</p> <p>The School Business Manager gave an update on projects. This included the replacement of all the blinds and the new wall art. There were some outstanding projects, which included painting the</p>
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		<p>school, upgrading the staff kitchen, upgrading student toilets, and purchasing a storage porta cabin/container for the school field.</p> <p>Question: How much work on the staff kitchen is needed? Answer: Some of the cupboards need replacing and some layout changes are needed. Seating will need to be replaced as the stools are broken.</p> <p>There was a discussion around gender neutral toilets. Governors' opinion was that parents would need to be informed of changes as some parents may be concerned about the introduction of the gender-neutral toilets.</p> <p>Question: Is there any guidance on gender neutral toilets? Answer: There is guidance, but it varies by organisation. The change will need to be well managed.</p> <p>Question: How were gender neutral toilets received at Manor Croft? Answer: They were received well with only a few concerns raised by parents. However, children at Manor Croft are older.</p> <p>Question: When would the gender-neutral toilets be built / go ahead? Answer: Not until next academic year. Quotes for the work would be sought after the end of this financial year.</p> <p>Question: How long would the school consult with parents for? Answer: The School would not consult with parents. However, the school will be proactive in asking for feedback to aid management.</p> <p>The Head Teacher also informed the Committee that the school already had gender neutral toilets in the school's outdoor provision.</p>
7.	Any Other Business.	<u>Rising Energy Costs</u>

		<p>The School Business Manager gave an update on rising energy costs. Current guidance from the Local Authority recommended that the school moved with the LA to a new energy supplier EDF. School's moving to EDF would be eligible for the lock 6 deal. This meant that energy prices would be locked for 6 months, and schools could exit the contract after 12 months rather than after 4 years.</p> <p>Question: Is it rolling 6 months? Answer: It is not clear in the guidance.</p> <p>Question: Are the 6-month dates set, do they coincide with energy increases? Answer: Again, it is not clear from the guidance.</p> <p>ACTION: SBM to update the committee on the guidance at the next meeting.</p>
8.	Dates of future meetings and possible agenda items.	RESOLVED: That the date of the next Finance and Resources Committee meeting to be agreed at the next Full Governing Body meeting.
9.	Agenda, minutes and related papers – school copy	RESOLVED: That no part of the agenda, minutes or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.