

Minutes of the Governors' Meeting – 26th March 2020

As per the advice of Educator Solutions a face to face meeting on this date was not advised due to the Coronavirus outbreak with school closures on 20th March. The budget was populated and detailed documents were posted on Governor Hub for Governors to review and question. These minutes include extracts from the Governor Hub message board which records Governors questions and the answers given by the Headteacher.

Budget commentary posted on Governor Hub -

- I01 The budget share was greater than expected due to changes in funding formula
- I02 Child with EHCP leaves us in summer. Not sure yet whether any children coming in with EHCPs
- I18 Pension grant was confirmed as continuing for 3 years and Teachers Pay Grant for 1
- I18 No updates yet on Universal Infant Free School Meals so have got income and expenditure to match
- E01 Teaching staff – have both teachers returning from maternity leave. One after Easter when originally intended to take year and the other after June half term. Other staff will return to permanent contracts
- E03 Support staff – whilst some contracts end in summer as they are support for named children we have made the decision to build in some additional support for the incoming Reception children as there has been an indication of additional needs in the possible cohort. This will need to be considered again at first revision when we should (hopefully) have more of an idea about this.
- E07 Midday Supervisors We currently have a Midday supervisor supporting the child with an EHCP. We have not included any additional MSA cover going forward but again this will need to be looked at again in light of new cohort needs
- E09 Staff Development and Training currently all staff training has been suspended by LA but hopefully in the autumn term we will be able to access support networks for maths and English leads
- E10 Supply Teacher insurance – we have decided to maintain 11 day cover going forward
- E12 Building maintenance – I suggest the school enrolls into Building Maintenance Plan 5 (BMP5) going forward so that standard services are covered. We benefited from being in the scheme this year as all the single glazed windows were replaced at February half term for residual monies in the collective pot!
- E13 Grounds Maintenance and Improvement – Norse have ceased providing grounds maintenance services in Kings Lynn and most other areas of Norfolk. We were contacted by CGM who have quoted. The amount is less than Norse would have charged and due to late notice (only notified at beginning of March) that service not continuing you are happy to go with this. This is the group that maintain the area round South Wootton parish Council offices.
- E16 Energy – Inflation has been factored into these costs
- E19 Learning Resources – If you remember the SFVS highlighted that our spend on resources is lower than other similar schools. I have considered this and feel that this may in part be attributed to the fact we do not use schemes in school. Many schemes for maths and English have workbooks. Purchase of these can be at a great additional costs to schools. We have put some extra money back into maths and English this year to enable the purchase of resources. Also the money in SIDP line will be spent on 2020/21 priorities. These are hard to identify accurately at the moment given our current position.
- E20 ICT learning resources – We may need to adjust expenditure in this area at the first/second revision as there may be a need to purchase new iPads for staff as some of them are losing battery life and need renewing.

E24 Payments to other schools – we are continuing to pay the Junior School for the SENdco who works with us a day a week.
· E28 Support services are same as last year. We have purchased headteacher appraisal support and have also set aside moneys for ASD support and support for SEND through Educational Psychologists service (EPSS)

The budget shows a carried forward for 20/21 as £60,964, 21/22 as £51,010 and 22/23 as £27,380.

• **Claire Anderson**

Happy to go we the CGM. When will the new contract start? Is it once out of lockdown? If the contract starts now and the quote for the year will we get money back if still no service for the foreseeable?

Joanne Davenport

Hello Claire

That is a good point. I will send an email to them with that question and get back to you

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Elizabeth Nockolds

In the Support Services part i have noticed that amounts/costs are the same in 22/23 as in 21/22 will we have an opportunity to change if & when necessary? I have noted your note on the ASD support. Under Learning Resources, Maths will have less in the budget for 22/23 than 21/22 why is this? Is £100 enough for The Arts considering it is important for pupils to be able to express themselves?

Has 11 day cover for Teachers Ins proven to work for our school?

I am not sure what is meant by the Hub Access.

In the Revenue Reserves is 7.31%, is that an acceptable amount or should we have more or less?

Joanne Davenport

The support services costs are always projected forward at the same cost as the 1st year of the budget. They do sometimes increase but it is not possible to accurately predict these costs as they are often based on pupil numbers. Accurate costs will be calculated year on year.

We put an increased amount in the maths budget to cover the costs of concrete apparatus which will support the learning approaches advocated by the subject lead Rachael Brice.

There are more costs in the Arts in other lines of the budget. We purchase an online music resource - Charanga - which appears under subscriptions.

We can also use some of the SIDP budget to promote identified improvement and development needs in the Arts.

Insurance cover is always a gamble. There is a significant saving with 11 day cover over 6 day cover.

You can carry forward 8% of the budget share. It is good to see that there is a surplus budget in all 3 years.

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Jamie Ring

Hopefully common sense prevails and funding isn't reduced because of this time away from 'normal' school. Will the reduction in spending on say, catering during the lockdown period, be available to spend on other resources?

Joanne Davenport

That worries me going forward Jamie when the Government needs to claw back some of the monies spent during this time. In terms of catering currently our kitchen is open with a skeleton staff (ie the cook) to provide meals for children attending critical care and for those in receipt of free school meals. Not sure we'd get any money back as such.

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Justin Arrowsmith

Would it work out better value if part time staff covered supply cover ? Does buying in Sendco service work out better than having it in house ?

Joanne Davenport

The advantage of having part time teachers is that they may be available to provide supply cover if needed, ensuring continuity for children. Our SENDco is employed by the Junior School and we pay them to have her work at the infant school one day a week. As full time staff already have a substantial commitment in leading key areas this ensures effective support for SEN children particularly as they transition to the Junior School.

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Jennifer Cook

Reference Sports Premium Funding, apologies if I missed this but I couldn't see it listed in the budget or does it fall under a combined category? With Norse now ceasing trading is it just the Grounds Maintenance section that is affected or does this also affect the Catering operations? Are we confident that CGM can offer the same quality service at a reduced cost?

Joanne Davenport

The government haven't confirmed the continuation of sports premium so we haven't put it in or out. It is just the Norse grounds division that has ceased trading. The catering service is ongoing and we have signed a new 3 year deal. Approved at the last full governors meeting. CGM has provided a schedule which matches the one that Norse had been providing with regular grass cutting through the growing season, sports markings and general hedge trimming etc. I know a lot of local schools are already using them and are happy with the service.

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Brendan

Thanks for the budget paperwork Jo.

All looks very good. I agree with the recommendation about CGM. Also ref: the surplus, we're effectively proposing to start the year (I think) with a surplus over 8% plus have assumed a 58 child intake. Not urgent (we've got a year to bring in line) but just flagging really that we're over already and if reception ends up full then we'll be out of line. That said it has been worse, and in the current climate I'd say a bit in the bank is a good place to be, ready for when the inevitable "rebalancing" begins!

Thanks for your questions, comments and challenges re the budget, Can everyone say whether they agree the proposed budget as seen on here so Sarah and I can submit to County.

Many thanks

Jo

Justin Arrowsmith - Agreed

Brendan Legrove - Agreed.

Jamie Ring – Agreed

Elizabeth Nockolds - Thank you for your answers to my queries. I do agree with the budget as you set it out.

Claire Bonnick - I agree to the proposed budget

Jennifer Coleman - Yes agreed with me

Thomas Smith

Dear All,

Apologies for delay (plague).

It all looks quite sensible, CGM seems the way to go, reputation is the only guarantor we have until they've been and we see how they do, if they're found to be unsatisfactory we can review then.

Pupil numbers, well, fingers crossed on that front, so much else follows from it and even when applications close etc there's always the possibility a family has to suddenly move or some such.

So am fine to say I agree to it.
