

St Thomas' C.E. Primary School

Finance Meeting
12th November 2015
9.15am - 10.45am

Present: Mrs Lord

Mrs Umer

Mr Cannon

Mrs Manzoor

Mr Fulat

Mrs Robinson

Cllr Virmani (arrived 9:45am)

Apologies: Fthr Martin

In Attendance: Mr Caine

Miss Bretherton

Minute No.	Text/Issue	Action
1	<u>Apologies For Absence</u> <ul style="list-style-type: none">Fthr Martin.	
2	<u>.Declaration Of Pecuniary Interest</u> <ul style="list-style-type: none">None declared.	
3	<u>Minutes Of The Last Meeting - Matters Arising From Minutes</u> <ul style="list-style-type: none">Agreed as a true and accurate record.Item 8 School Fund has now had an Independent Examination.	
4	<u>Financial Advisors Review - AC</u> <ul style="list-style-type: none">First document is the budget monitoring report accurate up to Sep 15. All funding and expenditure. Additionally funding for pupil premium £3000.00. Money is not released until they have received the PEP and this happens termly now. The funding with BWDBC is front loaded the Council give	

	<p>the funds out and take the risk that is why there is little variance.</p> <ul style="list-style-type: none"> • Income built in from Summer School. • Staffing CL and AC sit down and go through the staffing changes. Changes are quite frequent. Variances from original budget, • Expecting £12,000 saving on teaching staff. • £17,000 over spend on TA staff. • Overspend on other pots. • Additional funds placed in Supply cost centre. • Overall £20,000.00 variance. • Pension deficit payment – all schools nationally have to contribute towards the pension gap. 12% target. Government have said it will be in place for three years but school have built it in to the budget indefinitely. Couple of teachers don't pay in and some TA's don't, the saving is £200,000.00. Teacher contribution is over 16%. • Rebate from Government for NI next year, this rebate is going to stop. • Other employee expenses – interview expenses, indirect staff costs. • Report includes details of overspend in planned maintenance, delegated property maintenance, Water Bills. – Overspend Mini Bus and Water Bills and previous issue with the water. • Carry over reserves for 15/16 currently looking at £110,000.00 which is 7% of the school budget as opposed to £197,000.00 carried over in 14/15. Savings could be made with FC's replacement. AC not concerned at the moment. LEA to claw back anything over 12%. • Summary sheet given to the committee. Figures built in for this year. All changes for future years performance salary related increases etc. Additionally AC built in some income from RTC up to 2017-18 and the holiday club scheme. • AC - Change in budget share is just you pupil numbers. Pupil premium seems steady but will not be notified until July 16, additional grants are for nursery funding. £100,000.00 given out at the start of term and then LEA will claw back if nursery don't qualify for the entire amount due to numbers. 	
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	<ul style="list-style-type: none"> • Increments, retirements and secondments have been built in to the budget. In year deficit the next year 18,000.00. & 7% reserves. 18 pupils to 1 teacher. • Twelve teachers on the upper pay scale this is common as it is performance related. • Three staff on point 6 will be tipping onto the upper pay spine. • UFSM unsure of whether this will stay due to government changes • Thirty hours early years provision comes in from April 2017, school currently offers 15 hours. A lot of grey areas nursery numbers would half due to the classroom's capacity ratios very tight. Could it have an effect on the reception admissions and school lunches? • 	
5	<p><u>Budget Update</u></p> <ul style="list-style-type: none"> • Covered in point 4. 	
6	<p><u>School Development Plan – Financial Implications - CL</u></p> <ul style="list-style-type: none"> • Budget has been set, enough have been allocated to cover the assessment and testing that the school has and needs to purchase within our curriculum budget. • Phonics - possibly looking at getting some consultancy support. • Spent quite a lot of money on training. • Closing the gap is covered internally. • Role of subject leaders in our in year budget has been set with those priorities in mind. • We have purchased 'Inspire Maths' which you will hear about after next term. Allocated curriculum to these priorities. • The RTC additional costs? Nothing other than what is already built there, we have also committed to Dean Sillet for three years. Every minute is accounted for in Dean's timetable. We have to do twelve free courses a year going to offer them as twilights as a taster for a paid course. 	CL
7	<p><u>Pay Policy</u></p> <ul style="list-style-type: none"> • New pay policy every year given from LEA negotiated with Unions. If anyone would like a copy please let RB know. 	CL / RB

8	<u>Mini Bus</u> <ul style="list-style-type: none"> The mini bus ordered in June 15. Expected around Christmas time. School logo will be put on side of mini bus for free as long as it says 'Evans Halshaw' on also. 	CL
9	<u>RTC – Financial Implications</u> <ul style="list-style-type: none"> Covered in point 6. 	
10	<u>Frances Clements – Resignation (Retirement)</u> <ul style="list-style-type: none"> FC retiring at Christmas. IU has had her resignation. It has still not been confirmed how her position will be covered once she has left. CL would like to have somebody in place for 01/05/16. Could governors be supplied with some options? Arts mark is up for renewal. FC achieved a lot for school. We are an Arts school it would be a digression to loose that and we need someone to hold that capacity. Someone who can do art and music FC has also taken a key role with the I Pads. It was discounted that the position could be filled by a college student. Artists in residence? AR - Are we looking for someone with a teaching qualification? CL that is a governors decision. Teachers already overburdened. Date for meeting - Friday afternoon 2.00pm on the 4th Dec 15. Information to be sent to governors from CL before this meeting. CRS our SENCO considering retiring at Easter she wants Governors to be aware that she will go at Easter. It was agreed by the committee to look at both of these posts on the 4th Dec 15. MB Year 1 teacher will be going on secondment to get some management experience at Sudell CP. He will be seconded for two terms. CL has already put the advert out for this vacancy. Temp replacement for two terms. Pending. A lot going on with potential. Three teachers applied to be SLE's. 	CL CL CL
11	<u>School Improvement Mechanism – Brief Overview</u> <ul style="list-style-type: none"> Discussed at length last night no financial implications. JV informed the SIP no longer exists this document is 	CL

	used as the SIP now.	
12	<p><u>Terms Of Reference</u></p> <ul style="list-style-type: none"> • CL added at this point that any information discussed in committee meetings is confidential. • Change performance management to appraisal as that what it is called now. 	RB
13	<p><u>AOB</u></p> <ul style="list-style-type: none"> • New asset management system, Parago. • CL presented quote for new laptops they are £238 each. This quote is to replace old laptops which no longer work. Total cost is £8,000.00 Governors agreed to this purchase. 	CL