

**Minutes of Resources Meeting**  
**Monday 8th April 2019, 8.30am in school**

**Present:** Marjorie Dean (Headteacher), Jez Pinfold (Chair),  
Zanna Patchett, Jane Thirlaway, Louise Clarke, Taz Dearnley,  
Lucy Emsden

**314/19 Apologies for absence**

No Apologies.

Jez welcomed the new members on the finance committee

**315/19 Pecuniary Interests Review**

No interests were declared.

**316/19 Minutes of last meeting**

Approved and signed as an accurate record.

**317/19 Matters arising from previous minutes**

There were no matters arising from the previous minutes

**318/19 End of Year accounts**

The end of year accounts show that we have a small surplus of £13,715 which is better than forecast

Jane has implemented as many cost reductions as possible to ensure expenditure is minimised.

PE Grant is showing a surplus however this will be used if the proposal for the school field swap takes place as additional resources will be needed for this.

Thanks to both Jane and Lucy for all the work in preparing the Budget and Outline years summary.

**319/19 Discussion on budget for 19/20 and outline years**

Lengthy discussion on the budget for 2019/20 and Outline Years

1. Budget shows that current staffing levels are impossible to maintain based on the September Reception intake and forecast pupil numbers for following years; discussion on possible solutions to remedy this including moving to 3 classes (R, Y1 & Y2) (Y3 & Y4) (Y5 & Y6), however governors felt that this was not the best solution as having 3 year groups in one class could be detrimental by future pupil numbers as parents would not view this favourably.  
2<sup>nd</sup> option was to employ a Reception teacher for mornings (0.6) on a fixed contract of 12 months, giving the school chance to look at ways to increase the numbers. This is the preferred option and has the support of M.D. L.E and J.C to amend the current summary and distribute to governors ready for approval on Thursday 11<sup>th</sup> April.
2. Taz asked about ways to increase the pupil numbers and has suggested an uplift to the existing website as this is the first place prospective parents would look and currently it's felt that we do not promote the "outstanding"

elements of the school. Taz has suggested someone who may be willing to assist as he specialises in digital marketing (Neil Brown) Z.P doesn't believe that having someone assist with web design will be an issue for GDPR as no confidential information would be shared. JT to check when current website maintenance contract finishes.

Planning for another "Open Day" should happen sooner rather than later as M.D reported that she has already received an enquiry for September 2020. Thanks also to Pippa for the work she has done in distributing leaflets promoting the school.

### **320/19 Admissions for 2019**

We have 7 pupils with Wolverton as first choice for September 2019, details of budget implications in previous minute 319/19

### **321/19 CONFIDENTIAL GOVERNORS ONLY**

#### **322/19 SFVS approval**

SFVS and SIC (Statement of Internal Controls) 2019 are approved and countersigned.

#### **322/19 Policy approval**

- Charging and remissions
- Purchasing
- Appraisal

All approved.

Meeting closed - 09:45

### **Appendix 1. Land swap questions (Confidential)**

1 I note that the application refers to this as a land swap but please confirm if any money is changing hands between the parties.

2 If no money is changing hands please confirm if any other rights/conditions are being granted/reserved in respect of the respective areas of land.

3 Please confirm that no conditions will be attached to the transfer of the land to the Trust.

4 We will need a valuation of each piece of land. I would be grateful if you could therefore arrange this and send copies on to me.

5 Please confirm the current annual rent and any other costs being paid in respect of the neighbour's field.

6 Are there any implications for the school in giving up the "slopey field" e.g. access for emergency vehicles, rights for services like electricity?

7 Please provide a copy of the school's title with plan.

8 Are any other third-party consents needed to this transaction?

9 Please confirm that the Trust/school/members have no conflict of interest in this proposed transaction and the parties are not connected.

10 Please confirm approximately how many months of the year the "slopey field" is not useable in the year.

11 Please confirm the neighbours field is useable all year round.