

ST BARNABAS' C.E. PRIMARY SCHOOL



Minutes of the Extra Ordinary Full Governing Body meeting held on Wednesday, 2nd May 2018 at 7pm

Present: Karen Boardman (Headteacher) Jo Patton
 Mike Grant (Chair) Anne Williamson
 Brian Lennon Lorna Longman
 Jessica Gilmour Robert Adamson
 Helen De Saram Ann Rawlinson
 Martin Cumming

In Attendance: Liz Andrews-Wilson (Governance Support Officer, Clerk)

		Action
	<p>Welcome The Chair welcomed everyone to the meeting.</p>	
1.	<p>Apologies for absence/consents and declarations of interest Apologies were received, with consent from Kathryn Mackay-Roberts and Andrea Mann.</p> <p>There were no declarations of interest.</p>	
2.	<p>Start Budget approval Mr Backhouse summarised the outcome of the Resources Management Committee meeting which had been held on 25th April 2018 and the discussions that had taken place at that meeting. He highlighted the multiple errors which had been identified on the budget plan over the course of the last academic year and while the Start Budget was being prepared. He explained that by 2020-21 the school could be in a deficit position and was therefore not in a position to present the LA with a balanced budget plan for the next three years.</p> <p>The Headteacher had circulated a number of Start Budget scenarios prior to the meeting. She drew governors' attention to Scenario 1 and asked them to review S01. She advised that since the Resources Management Committee meeting, she had reviewed the staffing costs and ran several budget models – one which removed the sports provision provided by Total Sports from the budget. In its place she had budgeted for a class teacher to cover PPA time. The Headteacher did not think that the PE provision would suffer and she explained that the PE grant would be used to increase the support from PE specialists to work alongside teachers.</p> <p>The Headteacher advised the governors that the Resources Management Committee had talked about the possibility of using a HLTA to cover some of the PPA time with the rest being covered by Total Sports; this scenario had been previously distributed as Scenario 2. She explained that it would not be her preferred option to have HLTAs teaching. She also noted that this combination was more expensive than Scenario 1.</p> <p>The Headteacher reported that there would be a £42,576 deficit carried forward from 2017-18, but the budget then was forecasting a recovered position for the following year. She reported that she and the Bursar had gone through the budget line by line to shave off any potential savings. She added that some School Fund monies had also been diverted into the budget to reduce the deficit. Furthermore, she advised that the budget had been set with minimal supply costs and a very tight training budget.</p>	

	<p>The Headteacher emphasised that the school's best resources were the staff.</p> <p>The Headteacher recommended that the FGB approve the Start Budget detailed under Scenario 1. She stated very clearly that if the governors thought that the school could not carry the deficit then the Governing Body would have to look at implementing a redundancy process.</p> <p>The Chair of Governors stated that he was reluctant to start any redundancy processes, as a result of the errors which had been made by the Finance Team at CYC. He emphasised that the school and the Governing Body had not been at fault.</p> <p>Scenario 1 Proposed by: Mike Grant Seconded by: Anne Rawlinson All of the governors voted unanimously to approve the Start Budget, as presented in Scenario 1.</p> <p>The Chair of Governors stated that he would sign a copy of the Start Budget ready for submission to the LA the day after the meeting.</p> <p>The Governing Body wished to record their frustrations and the regret that they felt for the fact that the Headteacher had, through no fault of her own, had to put extra time into preparing the Start Budget.</p>	
3.	<p>Any Other Business The Headteacher reported that Andrea Mann would be leaving the school at the end of the year. She highlighted that the Start Budget had been set with the assumption that she would leave and a replacement would be appointed.</p>	
4.	<p>Confidentiality The Chair reminded all present that all discussions and papers derived from this and all governor meetings were to be kept confidential.</p>	
5.	<p>Date of next meeting: FGB - Wednesday, 9th May 2018, at 6.30pm</p>	

The meeting closed at 7.20pm

Chair

Date