



Minutes of the Finance Meeting – Tuesday, 7th June @ 7.30pm (Teams)

Item No	Description	
1	<p>Welcome & Apologies</p> <ul style="list-style-type: none"> • Apologies from Mrs Hall and Mrs Rawson • Harvie kindly offered to Chair the meeting in Mrs Halls absence 	
2	<p>Confidentiality & Declaration of Business Interests</p> <ul style="list-style-type: none"> • No declaration of business interest • Governors reminded of the importance of confidentiality 	
3	<p>Any other business to be agreed</p> <ul style="list-style-type: none"> • None 	
4	<p>To approve as a correct record the minutes of the previous meeting of the Finance Committee held on 7th March 2022</p> <ul style="list-style-type: none"> • Governor approve minutes • Confidential minutes dated 7th March not yet shared and to be approved at the next meeting. 	
5	<p>Action Log</p> <ul style="list-style-type: none"> • Mrs Cuddy shared the last version – updated and attached to these minutes. 	
6	<p>Headteacher Report</p> <ul style="list-style-type: none"> • Staffing-Y1/2 teacher - Following recent adverts for a KS1 Class Teacher, unfortunately we haven't been able to appoint a suitable candidate from the shortlisted candidates. Mrs Douglas has agreed to stay in post as Class Teacher until the end of December 2022 to give us more time to recruit. Our intention is to re-advertise mid-August with a view to interviewing early September. Should the desired candidate be appointed Mrs Douglas is happy to end her contract from the end of October is this is a more preferred option. • Pastoral Role – We have appointed a Pastoral Assistant (Louise Lister) from 6th June working 12.5 hours. Mrs Cuddy added how we believe this will be a really positive appointment going forwards for the school. • We have a child who was awarded an EHCP 3 weeks ago with another Child pending a decision. A full-time General Teaching Assistant has been employed (Mrs Holt) to support the needs of the awarded EHCP and we may need to re-advertise for further support depending on the outcome of the pending EHCP. Mrs Holt commenced on 6th June 2022. 	

	<p>Finance section of the HT report:</p> <ul style="list-style-type: none"> • CCTV is now completed • Pastoral Assistant now employed • Additional painting of the school has begun in the half term. <p>Q: In terms of recruiting, are Teachers having different periods of notice now i.e. are they not standard anymore? A: HC confirmed this has been identified and especially with many now coming from academies. HC confirmed this is never longer than a term Q: Should we also be more flexible in the recruitment process to accommodate this A: Agreed</p>	
7	<p>Year-end outturn:</p> <p>Mrs Marner gave a brief report. Confirmed 21/22 outturn ended with a - £13874 deficit. £10199 sports premium was carried forward from the previous year which would have resulted in and actual deficit of -£24073. This was still an improvement to the predicted outturn set at start budget. Confirmed reasons for the improved variance to deficit were:</p> <ul style="list-style-type: none"> • Sports premium C/F • Improvement to EYFS funding • Low supply costs • Staff absence income <p>Whilst we ended the year in deficit we have made numerous improvements during the year including:</p> <ul style="list-style-type: none"> • 30 x new laptops • Eco lighting around areas of school • Clever touch whiteboards in all classrooms • External painting to the school • Re-wiring of the IT room 	
8	<p>Arbor</p> <p>Positive feedback so far. The system is now used to book all breakfast and after school clubs can be used for more areas going forwards such as staff absence, assessment data and attendance letters/monitoring. As the system is cloud based it makes working from home much easier. Also useful for trips to be able to access all emergency contacts from staff's devices. One Governor who is also a parent has a few comments on areas he feels could be more streamlined and will share the parent view of this to enable us to share with Schools ICT as feedback.</p>	
9	COVID funding	

	<p>Mrs Cuddy confirmed this has been used fully to support tuition for numerous pupils identified.</p> <p>We are due an additional payment and in September we'll be taking a look if there are any additional tuition requirements depending on how much funding we have left.</p>	
10	<p>Devolved Capital funding</p> <p>Gate & Fence - £1850</p> <p>CCTV - £2962.59</p> <p>Both projects done from this year's allocated funding</p>	
11	<p>Sports premium funding:</p> <p>£10199 was carried forward into 22/23 – part of the reason for this was events/activities that didn't go ahead due to Covid. We did have astro-turf installed in our EYFS area and were undercharged for this.</p> <p>We have also purchased Sport Kits with a £500 contribution towards this also. The sports package will continue with Ledger this year, prices have increased slightly due to the staffing they have employed and the numerous competitions/activities they run.</p>	
12	<p>Pupil premium funding:</p> <p>HC gone through this with Alex and Carol and we always spend it all on supporting children and it has been spent. We always spend over our allocation. This funding goes to GTA Support in general.</p>	
13	<p>SEN funding</p> <p>New EHCP received last month and member of staff employed to support. Awaiting another EHCP outcome and we may need another member of staff if this is awarded.</p>	
14	<ul style="list-style-type: none"> • Notification of any Safeguarding Issues <p>6ft mesh fencing and gate to be erected next week following a safeguarding visit and to keep in line with perimeter fencing around school.</p> <ul style="list-style-type: none"> • CPOMs has been purchased to record all safeguarding concerns/issues. 	
15	<p>H&S updates</p> <ul style="list-style-type: none"> • No major updates other than the fencing previously discussed. • Janet Morris to visit 040722 for annual inspection. • We have had numerous H&S checks. 	
16	<p>Covid Updates</p> <p>Leger have confirmed quite a few staff absences due to covid – from 6th June any staff absence will be part of normal staff absence. Awaiting NYCC confirmation of this too.</p> <p>Village Post office is closed due to covid and may have an impact following Jubilee celebration in the village. We had a covid case with Year 6 pupil during SATs but we managed to get the child to sit them.</p>	

	<p>Difficult at the moment as not as many people are testing now for covid so it maybe that they're off with general illnesses and we don't know if it's covid or not.</p>	
18	<p>Partnership agreement with Leger IT and Sports contracts will continue and some conversations to be had with Adam Dale (CEO) over the next month and there may be changes forthcoming but nothing official to advise. Mrs Cuddy in conversations with Mrs Rawson regarding this.</p>	
19	<p>Pupil questionnaire results: This was aimed at KS2 pupils- went through the main points. Questions about behaviour of children and tolerance. From Eagles and Lions – typical Ofsted questions HC thinks it was a very useful thing to do and definitely worth doing twice a year, possibly Oct and June. Q: will we see Ofsted before Summer? A: HC we are over five years now so anytime Q: would we be happy being questioned about this particular child? HC: yes, we can prove what we are doing to support him and the family. Q: Better way of wording the questions maybe? Could Ofsted question be different? A: HC will look at this. Alex confirmed when Ofsted were in Campsmount they did spend a huge amount of time with children and did ask deeper into questions – it may be good to try and educate children with this – HC asked class teacher to spend some time with the class to ask them exactly what the problems are. HC has thought about sharing this with parents. Q: How well written are the Ofsted questions written? A: Ofsted have a specific set of questions and if we change it slightly parents wouldn't get this at Ofsted. Governor did comment though how the evidence could be used from slightly altered questions. Governor commented how it's good to share feedback but to be careful on saying how many pupils responded. Also, good to give parents feedback on suggestions made and how we have dealt with them.</p>	
20	<p>Governor term of office ends:</p> <p>E Hall: March 24 C Cessford: December 24 S Sheen: March 25 Alex: January 26 H Palmer: January 26 P Hudson: March 25 R Rawson: March 22 – need to go through this. Governor confirmed it states March 24 on website? HC confirmed this is due to a change in role and in the process of being sorted out P Hursthouse will be leaving with his Son in July and we'll have a vacancy.</p>	

	Harvie asked if we get much interest – HC no usually but it can change. It would be good to get some parents of new children on board.	
21	Academisation and federation: This item is on the agenda just to keep it at the forefront of our minds. Governor commented good to keep as a chain and HC says it's a good item to keep for any views/concerns from Governors.	
22	Governor Action Plan PH sent this out after the last meeting and no further comments. HC asked Governors to have a think in advance of next meeting in July (Curriculum) as to ways we can drive things forward and what our priorities. As it's a general document now there doesn't seem to be as much feedback/comments.	
23	Link Governor Responsibilities & succession planning <ul style="list-style-type: none"> • A Governor newsletter was mentioned in the last meeting and EH expressed interest in taking on this role. HC asked Governors to have a think about what they might like to do/tell parents etc and it maybe that one Governor takes on this but with the suggestions and ideas from others. HC suggested this be another agenda item at the next meeting. If there is anything we'd like to share with parents at the end of the year this can be sent out from Governors which would be nice. PH asked if we'd let parents know about the money we've spent recently? HC confirmed we do send information out on the newsletter but have yet to tell parents about the CCTV and fencing. Agreed it's always good to share this kind of information. 	
24	Governor Visits/monitoring/training <ul style="list-style-type: none"> • Carol Cessford- SATS week – spent to whole week with HC, thank you to Carol. The week went really well and Carol was there as a checking purpose too. SATs week went really well and results will be shared once received. • Emma Hall- EYFS - no response from EH or CG following this visit. • If anyone wants to join any training let us know and we'll add it. 	
25	Health and Safety – already covered in item 15	
26	Policies <ul style="list-style-type: none"> • Charging and remission- parents comment on after school club • CS commented on the diocese information questioning how do we minimise costs for events/outings for families? Do we need to consider this to support families more? We may need more consideration towards costs. HC confirmed all trips are voluntary contributions based though we do generally get all payments. However general expenses have gone up for schools too so we couldn't run trips if many parents didn't contribute. Forest schools is a lovely thing with no charges to parents. Parents aren't forced to have school logo so not a hugely expensive cost. We do also encourage uniform swapping and have 	

	<p>donations in the reception area. We will have sports kits for children too with no cost to parents. We no longer receive the covid related food vouchers etc.</p> <p>We are running the residential visit in October and whilst a large expense for parents nearly all have signed up. We did choose dates that were the cheaper option.</p> <ul style="list-style-type: none"> • Q: Do we normally get the voluntary contribution as a 100%? A Depends on the class. • Q: Do we have a percentage cut off to stop a trip from happening if not everyone pays? HC yes but more so if 5 or more pupils didn't pay rather than a percentage though we haven't experienced this before and normally parents do pay. • Is it an enrichment to education and if so we do try to fund through school.eg; Mrs Vizard provides music in the curriculum so children do benefit without costs. Parents can get private tutoring also if they wish. 	
27	Any other business to be agreed at beginning of meeting None	
28	Date of next meeting: 04/07/22 Curriculum meetings (7pm): Meeting closed 8.35pm	