

NORTH EALING PRIMARY SCHOOL

The 2nd Resources Committee meeting for 2020 - 2021 was held on Wednesday 17 March 2021

The meeting was held via Zoom

MINUTES

Attendees: Andrew Dharman (AD) - Chair Sally Flowers (SF) - Headteacher Joanne Gravestock (JG) Lutz Johnen (LJ) – Vice Chair Debbie Keenan (DK) – Chair of Governors Also in attendance: Sarah Gordon (SG)	Actions
1. Welcome	
2. Apologies for absence Apologies were received from: <ul style="list-style-type: none">• Lynne Dallow (LD) All other Governors were in attendance.	
3. Authorised / Unauthorised absence The absence for LD was authorised.	
4. Declaration of Any Other Business (AOB) SG: Fit for Sport contract renewal. SG: Place2be contract renewal.	
5. Declaration of interest in any agenda items There were no declarations of interest in any agenda items.	
6. Agree the minutes of the Resources Committee Meeting on 11 November 2020 These were agreed as a true and accurate record of the meeting.	
7. Matters arising from the Resources Committee Meeting on 11 November 2020 a) SF, SG, AD and LJ to review the 3 year budget plan <ul style="list-style-type: none">• Closed.• SF advised that the budget for 2021 – 2022 is better than expected.• We will need to submit the 3 year budget plan with the 2021 – 2022 budget.• The landscape is difficult.<ul style="list-style-type: none">○ We are seeing high mobility.• Nursery is full and we assume it will also be full in September.• We have received 300 applications for Reception in September; but not all first choice. b) LD to review the H&S Policy <ul style="list-style-type: none">• Carried forward.• AON has reminded LD. c) Staff Induction Guidance – carried forward <ul style="list-style-type: none">• Closed.• Agenda item 11.	

<p>d) Publication of Equality Information carried forward</p> <ul style="list-style-type: none"> • Closed. • Agenda item 11. <p>e) 7 Policies to FGB</p> <ul style="list-style-type: none"> • Closed. <p>f) Benchmarking</p> <ul style="list-style-type: none"> • Closed. • Agenda item 8. <p>g) Private Account</p> <ul style="list-style-type: none"> • Closed. • Agenda item 8. <p>h) School Journeys Account</p> <ul style="list-style-type: none"> • Agenda item 8. 	
<p>8. Finance</p> <p>a) Budget Monitoring Report (February)</p> <ul style="list-style-type: none"> • The budget monitoring report and notes from SG were pre-circulated. <ul style="list-style-type: none"> ○ SG estimates an in-year surplus of £46,700 which will give a projected carry forward of £99k. ○ SG talked Governors through the major variances. • SF stressed that SG had done a really good job while having to work from home. <p>b) Preparation for Budget (2021 – 2022)</p> <ul style="list-style-type: none"> • The indicative Budget details were pre-circulated. • The budget for 2021 – 2022 is c.£3.5M which is up by £270K compared to last year. • The budget is based on an additional 11 pupils. • SF pointed out that there had been some drift to private schools. <ul style="list-style-type: none"> ○ We will need to look at pupil numbers in September. • The AWPU has increased by £315 per child. • There has been a major review of IDACI which has generated an upside of £49,378. <ul style="list-style-type: none"> ○ DK asked if the increase in IDACI was guaranteed for “X” years? ○ SG to check with our Bursarial Officer. • SG confirmed that we will be able to set a balanced budget without having to use the carry forward. <p>c) School Journey Account</p> <ul style="list-style-type: none"> • The accounts were pre-circulated. • SG pointed out that it has not yet been possible to have the accounts audited (Covid). • We are holding c. £3K of parental money across year 1 to year 5. • All major items have been refunded. <p>d) Private Account</p> <ul style="list-style-type: none"> • The accounts were pre-circulated. • SG pointed out that it has not yet been possible to have the accounts audited (Covid). • Donations for books was received in 2019 and paid out in 2020. <p>e) Schools Financial Benchmarking</p> <ul style="list-style-type: none"> • The benchmarking charts were pre-circulated. • The benchmarking is based on data for 2019 – 2020. <p><u>EXPENDITURE</u></p> <ul style="list-style-type: none"> • AD suggested that it would be useful if the costs were per pupil. 	<p>SG</p>

<ul style="list-style-type: none"> • There have been no Governor visits. 	
<p>14. Staffing Update a) Staffing Structure The current staffing structure was pre-circulated.</p>	
<p>15. Any Other Business (as agreed above)</p> <ul style="list-style-type: none"> • Fit for Sport. <ul style="list-style-type: none"> ○ This is an annual contract. ○ This has not been tendered as there is no real comparison. ○ We regularly quality assure. ○ Governors agreed to proceed with the contract renewal without the requirement for a tender. • Place2be. <ul style="list-style-type: none"> ○ As above. 	
<p>16. Date and time of next meeting: Monday 26 April at 5 PM to review the 2021 – 2022 budget. Wednesday 23 June 2021 at 6PM</p>	

Meeting Closed at 19:05