

# GLADSTONE ROAD PRIMARY SCHOOL

"Learning, caring, growing together"

## MEETING OF THE RESOURCES COMMITTEE OF THE GOVERNING BODY

**DATE:** Tuesday 11<sup>th</sup> October 2016

**TIME:** 6.30 p.m.

### **PRESENT:**

Mr Keith Wright (Headteacher)

Mrs Sarah Stuart

Mr Shaun Marshall

Mr Peter Southward

Miss V Lewis (Clerk)

### **Additionally Present:**

Mrs Caroline Sarney (School Business Manager)

## **MINUTES**

### 1. Election of Chairperson for Resources Committee

Clerk asked for expressions of interest / nominations for a Chairperson for the committee. EJB had been the Chairperson for the previous year and had advised via email (due to absence) that she would be willing to accept the role again if she was nominated. SM therefore proposed EJB; there were no other nominations and no dissensions.

Due to EJB's absence at this meeting KW took over Chairperson duties for this evening.

**Action: Confirm to EJB she remains as Chair of the Resources Committee      By: Clerk**

### 2. Apologies for absence; consider acceptance of apologies

Apologies received from: -

Emma-Jane Birley – at a meeting in Lincoln and will not be back in time to attend.

Tim Drake – has been unwell.

Jonathan Jeeves – other appointment.

All apologies were considered and accepted.

**Action: None Required**

### 3. Confidentiality

Items 8 and 11 were considered to have confidential matters and any appropriate discussions would be included in Confidential Minutes.

**Action: None Required**

### 4. Declaration of Interest in any Agenda item

There were no declarations of interest in any item on the Agenda.

**Action: None Required**

## 5. Minutes of previous meeting 26.4.16 and Matters Arising

The Minutes from the meeting on 26.04.16 were presented. Proposed by SM and seconded by SS. Minutes were signed by the temporary Chairperson (KW) and returned to the Clerk for filing as per procedure.

### 6) Finance

- It was decided after discussion with sports staff that school would hold off on getting a minibus valuation in order to reassess the sports provision later in the school year.
- An ICT proposal was drawn up and 2 mobile charging laptop trolleys and laptops were purchased. There was a contribution of £6,000 from FRoGS funds towards this.
- Clerk had contacted Mr Willis who confirmed that FRoGS did not have a registered charity number.

### 7) Premises

- Both school staffrooms have been reinstated and works completed re moving of cupboards etc.

### 9) Term Dates

- Term dates have been sent to the authority for 2017/18 with training days set for Tuesday 5<sup>th</sup> September 2017 and Monday 4<sup>th</sup> June 2018 which has historically been a 'Report Writing' day.
- Dates have been made available to parents and are on the school website.

### 10. A.O.B.

- Facebook: the new parents Facebook page has now been fully set up. Mrs Moreno has it set so all requests to join the closed group need to be authorised (to check only parents/grandparents/carers etc are members). Additionally all posts made by school are set so parents cannot respond or comment. The feedback has been good from parents.

**Action: Minutes from meeting 26.4.16 to be filed as per procedure**

**By: Clerk**

## 6. Finance: Brief update from Mrs Sarney / Photocopier Lease Renewal

Mrs Sarney briefly summarised the current financial situation; with governors also able to refer to the finance reports circulated. The original carry forward into 17/18 of £303k has risen slightly to £311k due in part to staffing changes. However she said it was important to not be complacent as, despite the best efforts of school, Pupil Premium numbers (and therefore funding) are continuing to fall with a cumulative prediction of -£50,000 after 5 years. The funding formula review has been deferred for at least a year in the light of government changes and therefore this remains an unknown in long term financial forecasting.

By the end of 2018/19 a £220k deficit is still predicted which is not allowed by the LA. The start budget for this school year was only agreed by the LA on the basis that school could show a plan to recover from deficit. They could, in theory, come into school and financially manage the school's money resulting in sweeping cuts and changes without any consideration of the effect on pupils and learning. The FMS Officer is visiting CS in November to look at the revised budget. If by Apr/May 17 income figures have not increased some difficult decisions may have to be made to counteract the predicted deficit. These could include further reducing support staffing and reduction or loss of school visits/sports opportunities which are an important part of the ethos of Gladstone Road.

KW advised that he expects the deferred funding formula and its result on North Yorkshire schools to be discussed at the Head's Forum on 12.10.16. The government has acknowledged that schools are underfunded but there is no buffer or system in place to address this. A £60 million social funding pot has been set up for spending across ten towns. KW said he will be questioning the spending of this money at the meeting as this money needs to make a real difference and be spent on actual action rather than 'making plans'. CS added that a significant number of North Yorkshire schools are in a similar situation to Gladstone Road or predicting deficit balances. There should be financial benchmarking data available to look at by the time of the next meeting, though not sure how accurate this will be as GRPS is somewhat incomparable re pupil numbers etc.

KW said that it is important to continue to voice displeasure to local and national government regarding the funding issues facing schools and will continue to do so. He will get back in touch with Mr Goodwill MP and hopefully the new Education Secretary following Nicky Morgan's departure.

### **Photocopier Lease**

The lease on one of the school's copiers has recently expired. CS says it makes sense to stay with our current supplier, United Carlton, as they are very reliable and the other school machines are linked to use the 'follow me' printing software. Ordinarily we would need to complete a procurement exercise as the 5 year cost of the new contract exceeds £5,000, however United Carlton has an East Yorkshire framework contract which North Yorkshire are willing to accept and therefore a procurement exercise would be avoided. The plan would be to sign a 39 month contract to bring all 5 school machines into line and then undertake a large scale procurement exercise in 2020 for the whole complement of hardware.

**Governors present were happy to proceed with this proposal and renew the lease as outlined.**

### **Premises**

The Lower Playground entrance gates on Wooler Street need to be replaced. The wooden is in a poor condition and the damaged locks are not secure. The quote for the works was £500 a year ago, obviously this may have increased slightly.

**Governors were happy to agree these works in order to ensure the school remains secure.**

The EYFS outdoor surface needs attention. It is slippery, breaking up and a hazard. Works are not covered under the MASS works scheme though CS will approach the LA to enquire if there would be any additional funding available. She will also get some quotes for repair/improvement works for governor consideration.

**Action: Renew Photocopier Lease**

**By: CS**

**Action: Action gate repair/replacement works**

**By: CS**

## **7. Proposals re Numeracy & Literacy Schemes**

The school had Maths, English, Link and Senior Advisers visit in September to look at attainment, progress and planning. They identified that attainment is lower than national and local figures but progress is just about in line. Importantly teacher assessments were in line with test outcomes.

### **Numeracy: 'Singapore Maths' / 'Maths No Problem'**

Numeracy had already been identified as a key area for development and drawn up the SIDP accordingly. End of EYFS outturns are good, we now need to bring KS1 and 2 into line. After investigations into maths schemes it has been decided to look into Singapore Maths which is being promoted by the government and endorsed by Ofsted as a system showing promising outcomes from pilot use. Locally, Braeburn School has used it with good outcomes across KS1. The Maths Adviser was pleased school had already identified issues and that plans for improvement were underway. The LA have offered supportive funding which will pay for 3 KS1 teachers to attend the 3 day training (including supply on costs). It has been identified that school would wish to include a further 2 teachers and would also need to cover all 5 teachers' hotel and transport costs and initial equipment/resources. The total cost of this is predicted at £8,000 during 16/17 school year with a further outlay of £7,500 next school year to cover further training for KS1 staff and a roll out to 2 Year 3 teachers. Moving forward annual ongoing costs look to be approximately £3,300.

Governors discussed the programme and felt that although the outlay expenditure is high the predicted learning outcome benefits are worth it.

**Governors agreed to proceed with purchasing the 'Maths No Problem' Singapore style programme and associated training.**

### **Literacy: 'Reciprocal Reading'**

Reading outcomes in the end of KS2 tests were not good enough. It has been identified by school and advisers that inadequate resourcing could be an issue; if this was then to be identified by Ofsted at inspection this would be viewed very poorly. Ofsted will be looking for clear improvement and progress following inadequate outcomes. School has been awarded £3,000 Achievement Unlocked grant funding which would pay for Reciprocal Reading training for 2 members of staff who would then roll out the training to other colleagues in their year groups (5 and 6). Mrs Halliday has drawn up a proposal for additional, necessary resources at a cost of approx. £9,000 for governors to consider. The Literacy Adviser has subsequently said she will investigate if some of the grant funding can be used for resources as well as training.

Governors discussed the proposal put forward and SS was very supportive. She said EYFS and KS1 had a good, high quality level of resources and that this scheme looks to be what Year 5/6 needs to bridge the gap.

**Governors agreed to proceed with purchasing the Reciprocal Reading resources and associated training.**

**Action: None Required**

### 8. SEND Budget / SENCO Allowance

Discussions were recorded in the Confidential Minutes.

**Action: None Required**

### 9. Correspondence

No correspondence received.

**Action: None Required.**

### 10. Approve Health & Safety Policy / Nomination of Health & Safety Governor for 16/

Governors were asked to agree the LA model Health & Safety Policy. This has not altered since last year, though some changes may be due this year.

**All governors present agreed to adopt the policy.**

The responsibility involves an annual visit to school to tour the site with Mrs Sarney. Jonathan Jeeves was appointed this role as he had advised via email that he would be willing to take on this role if there was no other interest.

**Action: Update policy with note of H&S Governor for 16/17**

**By: CS**

### 11. Review of Pay Policy

Governors were asked to consider the adoption of the NYCC Model Pay Policy for 16/17. GRPS has previously adopted the NUT Model Policy which is also perfectly acceptable however it only applies to teaching staff and KW feels that the policy should include all staff. The NYCC staff is therefore inclusive and all main unions have approved it. If there were to be any dispute the NYCC policy offers robust, broad

protections. It includes all statutory rules and also sectional on 'optional' considerations such as incremental rises. The model policy has been personalised to the school re pay scales, TLRs etc.

**All governors present agreed to adopt the NYCC Pay Policy for 2016/17.**

NB. Further discussion re specific aspects of the policy relating to identified staff are recorded in the Confidential Minutes.

**Action: File Policy documents as per procedure**

**By: CS**

12. A.O.B.

Date change for Resources Committee meeting originally scheduled for 25.4.17 has been changed to 9.5.17 to allow more time for financial clarification following year end processes.

**Action: Recirculate 1617 meeting dates to all governors and update files accordingly.**

**Meeting Closed at: 8.45pm**

**Signed (Chair) \_\_\_\_\_ Date \_\_\_\_\_**

