



MEETING OF THE RESOURCES COMMITTEE ON MARCH 19TH 2024 AT 8.30AM IN THE SCHOOL

Present: Mike Waterson (MW), Ian Stewart (IS), Rob Hill (RH) Chair, Jenny Barker (JB), Hilary Priest (HP), Rich Gibbon (RG)

In attendance: Dawn Pettipiece (Clerk), Sandie Lovell, Business Manager

MINUTES	
1	<p>Welcome & apologies for absence All members were present.</p>
2	<p>Attendance & declaration of interest The governors signed the attendance form. There were no declarations of interest.</p>
3	<p>Minutes of the last meeting 7.2.23 The Minutes were agreed as a correct record. The Chair signed the Minutes.</p>
4	<p>Matters arising from the last meeting</p> <ul style="list-style-type: none"> • Meeting to look at Accident Book/Quinquennial report to see if there is a pattern - there is an upcoming H&S meeting and it can be discussed then – IS, SL, RH. • Map to be added to Evacuation Plan, remove Babcock information and changes dates – SL,HP • The governors reviewed the Pay Policy and it will go forward to the next FGB for board approval. • The governors discussed various items about generating income and agreed they would all go forward as an agenda item at the next Resources meeting. <p>ACTION: Discuss whether there is a pattern to accidents (Accident Book) and discuss Quinquennial report at upcoming H&S Meeting (IS,SL,RH). ACTION: Map to be added to Evacuation plan (SL). ACTION: Babcock information to be removed and date changed on Evacuation Plan (HL). ACTION: Pay Policy to go to next FGB meeting for approval (Clerk). ACTION: Generating Income to go on the next agenda (Clerk).</p>
5	<p>Budget SL – The carry forward: It has to be estimated with the information at hand. HP – the carry forward is approximately £72,000 with a £67,000 + deficit. SL/HP looked at staff and the costs centre and have made some drastic decisions that need discussing with the committee. Staffing – discussed with staff whether anyone would consider reducing their hours and if they are planning to do so in the future. If a member of staff leaves, there is no money to replace them. At the moment the staffing levels are satisfactory. HP - At a meeting with other Head teachers last week, other schools have already had to severely reduce staffing levels. It makes it difficult if there are children with complex needs. However, two teachers are going to cut one day a week and we can cover that. Our teacher who works three days a week, offering pastoral support will now be working in classrooms sometimes. A teaching assistant (TA) is going down to three days and another down to four days.</p> <p>Q: What is the item about “premises staff” in the current budget? A: This is because one staff member was a cleaner in April last year but then became a teaching assistant (TA) in September 2023. Once the budget has been set the funding stays in that pot. This has been explained in the Governors report. HP: We were looking at a £130,000 deficit and after all the changes we are now in a £4,000 credit.</p> <p>Q: What are we going to do now we have fewer TA’s? A: It has been all planned out. If we move anymore staff it will be difficult as we have a few children with special educational needs and disabilities (SEND) and if the government do not fund pay raises how will the school fund them? Q: When are the staff dropping their hours? A: One from April and the rest in September. SL: The SEND income has been cut drastically and even children with an Education Health and Care Plan ((EHCP) are not getting funded.</p> <p>Q: How is an EHCP funded? A: Even if a child needs one to one support we never got funding for everything. The most we receive is £4,500 which is in addition to the money that we receive in the School Budget Share.</p>

SL: Devon County Council (DCC) has suggested we put 3.5% into the budget to cover staff pay rises. It was decided to put in 2% across the board as the teachers' pay rise is often funded by the government but the Support Staff pay award is not.

The governors asked various further questions about the budget and were given answers.

SL: We will receive £1,413,998, as per the school budget calculator and we have been advised from 25-26 onwards to include a 2% uplift each year. The calculations were made by our Finance Officer.

Q: What about teachers' pensions grant?

A: The government have increased the school's contribution to teacher pensions from 23.6% to 28.68%. The actual cost to the school for this was calculated to be £36,015 but we are only receiving £28,785.

SL then explained why certain items are in the budget one year and not the next and the calculators.

HP: As a larger school we lose out on funding.

Q: Are you confident about the total income of £1,700,000.

A: We have only included the allocation advised on the school budget share calculator and then estimated, as we always do, the additional income such as the HNB (High Needs Block) funding, PPG (Pupil Premium Grant) funding and UINFSM (Universal Infant Free School Meal) Funding.

Q: Why has £10,000 been included for the PTA.

A: We have discussed it with the Parent Teachers Association (PTA) and they have agreed to fund £10,000.

Q: Why have the PTA not given this in the past?

A: We have not needed it before.

Q: What is the Childrens' Kitchen Money?

A: Money that has been raised but has not all been spent and has been ring fenced. You will see a cost centre for this in the expenditure.

HP: I am earning £2,500 for the school by being a National Professional Qualifications (NPQs) facilitator.

Q: What about the Lettings income?

A: It is what we receive this year and does not include any new income sources. We are being cautious and it is possible we will receive more.

Q: So the budget has been set conservatively?

A: Yes, but things can change daily as staff leave etc.

Q: The Mutual Fund has come out of Expenditure?

A: That is our staff absence insurance and next year DCC are doing a consultation about ending the scheme. It is meant to pay for itself. Last year we had to put extra money into supply to cover staff absence.

Q: It has been taken out of this year's, so what happens if someone is ill?

A: We have a couple of teachers who between them work five days but are not allocated to a classroom. They can be used if necessary as well as myself and the deputy and the higher level teaching assistant too.

SL: Please be aware that if we leave the Mutual Fund there is a 7% fee to re-join.

IS, HP and SL had a meeting with DCC about the budget and the difficulties we are facing – they only offered support with redundancy funding, which the school would have to later pay back. DCC were not worried about the school's deficit compared with other schools. We are a popular school with a good reputation.

HP has been applying for other funding streams e.g. for repairs and looking at creative ways to earn money. There is money to support "wraparound care", but you cannot put it in the budget.

There were further questions from the governors on various areas of the budget.

HP: We have £1,000 in a fund to pay for school meals for parents who cannot afford them. The cost of food has gone up. We charge £2.50 for a meal and that is very good value. The chef is going to be involved in making products to sell.

Q: So there is a £67,000 deficit for the year.

A: Over a number of years we have built a carry forward and have been using that, but this year has been expensive. We have always been prudent, but funding hasn't increased in line with costs. In the past it was only schools in this position but now DCC and the government are in a similar position. This school is doing well compared to other schools and we are being creative about funding. The relationship with the PTA is good.

The committee discussed various ways to raise funds.

Q: Will this budget be accepted by DCC?

A: Yes. They are accepting deficit budgets.

HP: Our pupil levels are good compared to other schools

Q: There is £1,500,000 on staff, but no money for training?

	<p>A: I am training staff and the previous NPQs were free and we are working with the Partnership to provide training.</p> <p>Q: Do the school benefit from the Partnership?</p> <p>A: Yes.</p> <p>Q: The energy bill is large?</p> <p>A: Not compared to other schools who have been turning heating off. We only have the heating on until 12 noon and as the classrooms are well insulated and the other areas are used for activities no-one has complained</p> <p>Q: Do the governors have to sign off the bought in services?</p> <p>A: Yes. The bought in services were then discussed.</p> <p>HP: We have removed supportive management for my appraisal as we can use a member of the Partnership for this.</p> <ul style="list-style-type: none"> • The governors agreed to taking educational psychology out of the budget. • The governors approved the bought in services. • The governors agreed to recommend the budget for approval at the next full governors board meeting.
6	<p>Benchmarking</p> <ul style="list-style-type: none"> • Feedback and report <p>RH: We are mid ranking with regard to income and expenditure per pupil. The school used to be low income for ranking as the granting did not favour us.</p> <p>HP: We do not get a deprivation grant as it is based on the school's postcode although we have a lot of children with SEND.</p> <p>RH: I looked at other partnership and peer schools in this area.</p> <p>The governors had a discussion about generating income with the After School Club, including that it needs to run until 6pm and be OFSTED registered. It was decided to have a sub-committee to look at this area.</p> <p>HP: From 2025 there has to be a holiday club in the local area and as long as there is the school is not obliged to run one.</p> <p>Q: Are there any local ones?</p> <p>A: Yes, Dartington and possibly the local leisure centre have them.</p> <p>RH: We won't look at the summer club this year but will focus on it in September.</p> <p>RH: Our total staff costs are the highest compared to other schools and we have a much higher proportion of TAs compared to other schools.</p> <p>HP: That will change next year.</p> <p>RH: Building costs and utilities are lower due to being a new build, but those can increase.</p> <p>The Breakfast Club is not very busy and we need to discuss whether we take that on.</p> <p>ACTION: Benchmarking approved to go forward to the next FGB meeting.</p> <p>ACTION: Sub-committee to discuss the After School Club to make a plan to bring to the next Resources meeting – RH, HP, SL and IS.</p> <p>ACTION: Summer Club planning to be moved to September agenda – Clerk.</p> <p>ACTION: Investigation regarding the After School Club and how to present ideas about it to parents - HP.</p>
7	<p>Self-generated Income</p> <ul style="list-style-type: none"> • Feedback and report on how to use the car park to generate income. <p>The PTA open the car park on Saturdays and market days and people have a card reader to enter it. There is potential in the summer holidays.</p> <ul style="list-style-type: none"> • Discussion about setting an overall plan for fundraising via parents and in collaboration with the PTA. <p>The governor's discussed the above.</p> <p>ACTION: Using the car park to raise funds. To be put on the next Resources meeting for further discussion – Committee.</p> <p>ACTION: Further investigation in how to use the school car park to bring to next Resources meeting (RG) and go on the agenda (Clerk).</p>
8	<p>Business brought forward by the Chair</p> <ul style="list-style-type: none"> • There was none.
9	<p>Date and Time of next meeting</p> <ul style="list-style-type: none"> • Tuesday 7th May at 8.30am.

The meeting ended at 10.15 am

Summary of Actions

4	Discuss whether there is a pattern to accidents (Accident Book) and discuss Quinquennial report at upcoming H&S Meeting. For feedback at next meeting.	IS/SL/R H	By next Resources meeting
4	Map to be added to Evacuation plan	SL	By next Resources meeting
4	Pay Policy to go on next FGB meeting agenda for approval. Done.	Clerk	By next FGB meeting.
4	Babcock information to be removed and date changed on Evacuation Plan. Done.	Head	By next Resources meeting
6	Benchmarking approved to go forward to the next FGB meeting. Done.	Clerk	By next FGB meeting
6	Sub-committee to discuss the After School Club to make a plan to bring to the next Resources meeting. To go on next agenda Done.	RH/IS/ SL/ Head Clerk	By next Resources meeting By next Resources meeting
6	Investigation regarding the After School Club and how to present ideas about it to parents. To go on next agenda. Done.	Head Clerk	By next Resources meeting
6	Summer Club planning to be moved to September agenda. Done.	Clerk	By September
7	Using the car park to raise funds. To be put on the next Resources meeting agenda for further discussion. Done.	All Clerk	By next Resources meeting
7	Further investigation in how to use the school car park to bring to next Resources meeting. To be put on next Resources agenda. Done.	RG Clerk	By next Resources meeting