

St. Joseph's Camberwell Catholic Schools' Federation
Resources committee

**Minutes of a meeting of the Resources committee held at the
school on Wednesday 25th January 2017 at 6.00pm**

Present

Katie Brooks
Theresa Emenike
Anita Gallagher Executive Headteacher
Elaine Player
Brona Reeves Chair
Patsy Winters

Christian Ntiamoah

In attendance

Maureen Boyle Clerk

There was an opening prayer

1. Apologies for absence

Apologies for absence were received from Delia Jameson, Sheila Kirrane and Sam Mburu and **RESOLVED** to consent to their absence.

Christian Ntiamoah, who was a newly elected parent governor, was welcomed to the meeting.

2. Declarations of interest in the agenda

There were none.

3. Minutes of the last Resources committee meeting on 5th October 2016

3.1 Approval of the minutes

It was **RESOLVED** to sign the minutes as a correct record.

3.2 Matters Arising (not appearing elsewhere on the agenda)

The Financial Audit commented that it was important to ensure that the minutes recorded precise amounts of money.

A fire drill had been carried out.

A sub committee meeting was held to look at school resources. Their view was this not the time to make major structural changes.

There was an external grant which might be available. The Chair had looked at this and liaised with the Head of School. There were different opportunities to apply for grants and Brona would link with Kevin.

It was clarified it was relatively small amounts of money for specific projects.

4. Review School Improvement Plan progress

This had been emailed to governors and hard copies were available. There was a summary and an update column. EAL had not been completed but there was provision in place.

A governor asked about attainment and progress data for year 1.

The Headteacher clarified that this data was being reviewed.

It was noted that all of the things which the school wanted to do depended on sufficient funding.

5. Finance

5.1 National funding Formula

This will be in place in 2018/19. The budget will be a great deal tighter and every school will lose a £40,000 lump sum. The Headteacher had produced projections based on worst and best case scenarios but the reduction would lead to a projected deficit. Staffing costs were expected to increase. Support staff had received a 1% increase.

The Headteacher would be meeting with other Catholic Headteachers and they would be talking about funding and looking at ways of working together. The Diocese will want RC schools to work together and the Local Authority was also promoting schools working together.

A governor asked what sort of shared working was envisaged.

Pooling resources and sharing staff seemed likely. One Catholic Headteacher would be retiring. Schools could also look at shared procurement.

A governor asked if the Executive Headteacher had any particular schools already in mind

Work was already being done with St Anthony's and St Joseph's Borough. Peer review was underway with these schools. There may be some sort of collective of all Catholic schools in Southwark. Governors suggested it would be good to be proactive and decide what could be shared and the Headteacher agreed this was a good idea.

Retaining and recruiting staff was important and a good working environment for teachers contributed to the retention of good teachers.

A governor asked what the likely reaction from teachers would be to

increase shared working.

This was likely to be mixed.

A governor asked if shared working would have to be with other Catholic schools.

Generally it would and any formal partnership or collaboration would have to be with Catholic schools.

Thought would be given to what this school can offer and what other schools can offer. Duplication of resources would be explored.

Is there support from the diocese?

The commission was working very hard but is overstretched.

5.2 Budget Monitoring Junior school

Kevin reported on both schools

Staffing at this point in the year should be 75% spent. It was generally in this area though support staff was a little over spent. Agency supply was over spent due to the level of sickness absence but some of this would be recouped through insurance.

In facilities there was an underspend on gas and electric.

Curriculum was underspent for this time of year but it was likely there would be more spending.

The Budget was currently in a healthy position

In the main account the current reconciled bank balance was £141,867 and Capital was £28,370. It was predicted the carry forward would be £150, 837

A governor asked how much of a drop this was from last year

The school had been spending more than its budget and gradually reducing its balances. The school would have to move to operating within its budget which would be significantly reduced by the National Funding formula.

A three year projection was given and showed the budget was headed for deficit.

There was an issue with water pressure. Some of the pipes are smaller in diameter than they should be and the school would have a survey done. It was clarified that pipe work inside the building was the school's responsibility and outside the building was Thames Water. There were more toilets in the school than before which increased the demand for water.

5.3 Budget Monitoring Infants

- Staffing budgets were slightly overspent.
- Water charges will be slightly overspent but savings are being made in gas and electricity.
- Some curriculum budgets were underspent but teachers have started spending this money.
- Agency support staff was overspent.
- Maternity accrual will not be received as the teachers will not be returning but this was balanced out as the money had been held by the school.
- Contingency was £4,771.
- School fund was £47,339 – this remained at a constant level and was used to fund school coaches etc.
- Bank balance is £80,350.

A three year projection showed the budget would be in deficit by 2017/18.

5.2 Pupil Premium expenditure

The Headteacher had circulated a report on this for each school detailing the funding they had and what it was being spent on. The Chair of committee welcomed the clear and comprehensive information which the Headteacher had provided.

39 pupils attracted pupil premium but this number was likely to decline in both schools. The deprivation index has been recalculated so fewer people were deemed to be deprived. There were families who are working and are just above the threshold for benefits and thus for Pupil Premium.

5.3 Review value for money and benchmarking data

This had been undertaken in relation to local schools and would be circulated to governors.

ACTION Headteacher

5.4 To consider the Schools Financial Values Standard (SFVS)

This return must be completed and returned to the LA by 31st March. Guidance was available at <https://www.gov.uk/guidance/schools-financial-value-standard-and-assurance-sfvs>

This return had been filled in and would be circulated to the committee for any comments.

ACTION Headteacher

6. Premises Update

The windows replacement programme had been completed. If there were money left over it was planned to install blinds. It was hoped to extend the reception area and provide lockable doors.

In the Easter holiday it was planned to refurbish the school library.

There were problems with water pressure and various leaking roofs. The school had made progress in providing a learning environment which was fit for purpose.

7. Staffing Update

The school was currently fully staffed. The staff budget was tight but was meeting costs.

The Year 5 class had been covered by Pat and Sandy and Mr Doodie would be returning in September.

The Year 6 teacher was in hospital to have their appendix removed and the cover had been arranged by another year 6 Southwark teacher. The Year 2 teacher was off sick and this was being covered.

Two members of Infant School staff had returned to work and one was on a return to work plan. One member of staff was on maternity leave and a teacher was planning to retire at the end of the school year.

8. Policies

There were no policies to review.

9. Dates of future meetings

Resources Wednesday, 10th May, 2017 at 5.00pm

Governor Achievement Group meeting will be held on Monday morning at 8.00am

10. Any Other Business

Is there scope for raising money in school?

Small amounts can be raised this way and there were initiatives to do this. Staff raised about £300 through a cake sale to buy a football table for upstairs. Governors asked that their thanks for this be passed on.

It was suggested that there might also be opportunities for fundraising at local churches

11. Any Confidential Business

There was none.

Signed _____ Date _____