

DOWNNS INFANT SCHOOL
Minutes of Resources Committee meeting held 5th May 2015

1. INTRODUCTIONS

Present: Tracey Jarrett, Rachel Attwell, Alan Cronshaw, Niall Howell, Jonathan Cave, Jules Gallagher,

In Attendance : Ann Mitchell

2. APOLOGIES

None received.

3. DECLARATION OF INTERESTS

No interests were declared.

4. MINUTES OF LAST MEETING – 10/2/2015

Minutes had been circulated to FGB and agreed.

5. PREMISES

- Premises Manager still awaiting quotes on adaptations to classroom to facilitate access for disabled child. Garden Room cannot be used for necessary physio as incline too steep for a ramp, will need to look at an alternative arrangement. B&H suggested disabled toilet which all agreed is unsatisfactory. A decision will be made nearer the time of admission.
- Changes to classroom will not be needed until September 2016.
- TJ is looking at possible change to pupil school entrance to enable school to have a designated outdoor early years area. JG was concerned that proposed new siting was very close to garage entrance next door and raised possible H&S concerns. TJ stated this has been discussed with B&H and a barrier requested.
- TJ had looked into astroturf to front of school, however possible cost of £11,500 rules out this option. **ACTION** JG to approach B&Q / ASDA for community grant projects, and would put together a costing and statement for an application.
- PM is in the process of obtaining quotes for Reception all-weather-year awning to replace existing sails of which one support pole snapped in strong wind recently.
- Shelters and fencing repairs ongoing.
- Office awaiting MB to replace ceiling tiles and replacement desk top to be replaced during half term following water damage.
- Cemetery – overgrown vegetation, waiting for reply from Synagogue.
- Veolia – RA attended recent meeting. She reported local community and LA apathy regarding smell issue. They were due to paint school railings in playground at Easter, which has yet to be actioned!
- FODIS – fundraising raised over £7,000 to enable installation of interactive whiteboards in all four reception classes.
- On 22/5/2015 there will be a FODIS/parents painting party of outdoor reception wall with mural.
- CDM 2015 – AC reported on new government H&S legislation for any new building work .
ACTION: TJ will e- mail Martin Heasman to query any relevant implications for the school in respect of any future building works.

6 FINANCE

- Final cost centre report for 2014/15 was presented and discussed, We have a planned underspend of approx. £79,000 which will enable necessary improvements to reception outdoor learning as identified in last OFSTED report.

2015/16 Budget - Draft budget and explanatory notes were circulated and discussed.

- JG asked what general resources budget was for, TJ/AM explained that this covered all school resources and consumables.
- The underspend would also enable replacement of furniture which had been budgeted for in the last year's budget but had not been spent, so carried forward.
- Pupil Premium – TJ explained that spending of this funding needed to be transparent.
- Car Park Permits – TJ proposed that these will no longer be funded by the school, Governors agreed. The school will be looking into how car park spaces and parking permits are allocated to staff.
- Committee agreed and accepted the draft budget. **ACTION** : AM to submit draft budget to LA.
- Council now have a new bank account. New debit card has been issued which has been a very useful tool for online purchases.
- Lettings Policy – committee reviewed recently. Increased charges from April this year. **ACTION** AM to put policy on website
- SFVS – submitted end of March. No feedback as yet received.
- NatWest School Fund Account- currently accounts for sales of book bags, PE bags, photograph income etc. AM suggested that we should transfer this account into the school budget account. This would reduce office/admin work and we would also benefit from being able to claim back VAT paid on purchases. Governors discussed this, and agreed to close the account and move the funds to the school budget account. **ACTION**: AM to start process of closing NatWest account.

8 DATE OF NEXT MEETING

Monday 28th September @ 3.45pm