

**CARDEN PRIMARY SCHOOL  
GOVERNING BODY**

<b>Meeting of:</b>	<b>Development and Resources Committee</b>
<b>Date/Time:</b>	4.00 pm 16 <sup>th</sup> January 2018
<b>Location:</b>	Carden School
<b>For:</b>	Development and Resources Committee
<b>Distribution:</b>	Website, The Governing Body, Nicki Buttress
<b>Quorum:</b>	3 excluding headteacher. 4 governors excluding the headteacher were present throughout.
<b>Present:</b>	Governors (voting) Helen Longton-Howorth (HLH) Headteacher Amanda Mortensen (AM) Jeff Nixon (JN) Pete Sandeman (PSD) Chair Paul Smith (PS) Other (non-voting) Nicki Buttress (NB) School Business Manager Janet Johnson (JJ) Clerk

	<b>DISCUSSION AND DECISION</b>	<b>ACTION</b>
1	<b>Welcome</b> , apologies for absence and Chairing of the Committee PSD opened the meeting, which was attended by the full committee. It was agreed PSD would chair meetings as at present and agree the agenda.	PSD
2	<b>Declaration</b> of Interest in items on the agenda No new interests were declared when invited and all governors could contribute and vote throughout.	
3	<b>Minutes from last Meeting</b> The minutes from the inquorate meeting on the 4 <sup>th</sup> October were agreed to be an accurate record and signed by the chair accordingly. It was noted that any recommendations from that inquorate meeting had been considered and agreed at the meeting of the full governing body in December 2017.	
4	<b>Matters Arising if not covered elsewhere</b> Governors considered there were no matters arising.	JJ AM
5	<b>Ensuring financing is effective in improving learning and achieving value for money</b> 5.1 Is budget spending going to plan? Governors had already received and considered the outturn forecast, including notes as to anomalies, as at the end of December 2017 as well as the Chart of Account review. The documents were signed by PSD. They considered spending was as planned and that the school was to be congratulated. Further information was provided: <ul style="list-style-type: none"> <li>• Too much nursery funding had been received as it was based on previous years' numbers that included the ICAN unit. This was to be clawed back and would mean a deduction of maximum £20k, which was likely to cause an outturn deficit of around £10k. Some additional</li> </ul>	



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	<p>5.3 Pay Policy update. This was agreed as a <i>fait accomplis</i>. Governors expressed their dissatisfaction with the position schools had been placed.</p> <p>5.4 Write offs (if any) NB informed no assets had been written off.</p>	PSD
6	<p><b>School Financial Value Standard (SFVS)</b> JN, NB and AM had met to review the SFVS which was now tabled. JN drew attention in particular to questions 7 and 10 and explained the responses. This year no remedial action was required. The document was accepted and recommended for approval by the full governing body at its next meeting. Governors praised the school for its work and good systems.</p>	PSD
7	<p><b>Delegation Planner</b> This item was deferred.</p>	
8	<p><b>Agenda for next time: What information is needed and from whom. Is input required from stakeholders?</b> This item was not taken.</p>	
9	<p><b>Any other business?</b> Recalling the short notice given the previous year for comments regarding the school meals contract: <b>What happens re school dinners quality control?</b> No one has complained and we welcome comments. <b>Would you consider a pupil survey?</b> Yes. They are usually vocal on this issue especially in Key Stage 2. Arrangements for hot meals were discussed and the school were pleased with and wanted to maintain their 5 star hygiene rating. They would follow up any matters raised.</p>	

Signed..... dated.....

ITEM	OWNER	ACTION	DUE BY
4	JJ AM	Take forward if appropriate	
1& 5.2.	PSD	Liaise JJ re agenda and JN/HLH/NB re information required as appropriate.	
5.2.3	AM	Take long term strategic planning forward	
5,6	PSD	Take to FGB	
7	AM JJ	AM/JJ meet re Delegation planner	