



**THE LOCAL GOVERNING BODY OF ST AIDAN'S CE ACADEMY**

Resources Committee

Minutes of the meeting of the Resources Committee held at 6.30pm at the School on Tuesday 22 May 2018.

PRESENT

Mrs E Barrow (Head Teacher), Mrs D Gott, Mrs N Moss (Chair), Ms F Thornton, Mr J McAreavey

In Attendance

Mrs J Edmunds (Minute Clerk).

	ITEM	MINUTES	ACTION
232.	<b>Opening Prayers</b>	The Head Teacher opened the meeting with a prayer.	
233.	<b>Apologies for absence, consent and Declaration of Interest</b>	Apologies were received from Mrs L Earnshaw, Ms K Hobson, Mrs R Sherrin, Mrs H Ricks (Associate). All apologies were consented.  There were no Declarations of Interest.	
234.	<b>Minutes of the meeting held on 6 February 2018</b>	<b>RESOLVED:</b> That the Minutes of the meeting held on 6 February 2018 are a true and accurate record and should be signed by the Chair with the following amendments:  223. "Gemma Faulkener" should read "Gemma Falconer".  229. Any Other Business – Page 59 – Should state "The Finance Officer from the MAST" not "The Finance Officer from Kirkburton Middle School".	

235.	<p><b>Matters arising from the minutes of the meeting held on 6 February 2018</b></p>	<p><b><u>Matters arising from the Minutes of the meeting held on 17 October 2017 – Financial Analysis and Financial Monitoring (Mins 214 and 224 refers)</u></b></p> <p>It had been agreed that the carry forward figure to be circulated to Governors on the Resources Committee at the end of each month. This had not yet been actioned. This had been taken to the MAT Finance group but the outcome was unknown at this point. This would be monitored.</p> <p><b><u>Any Other Business – Learning Accord Trust Finance Officer (Min 229 refers)</u></b></p> <p>Helme School converted to academy status as planned on 1 March 2018 and were now part of the Learning Accord Trust. A letter had gone out to parents although this had initially delayed due to the weather.</p> <p><b>Q. Are there other local schools showing an interest in joining the MAT?</b>  A. There are two schools that were interested but following due diligence and concerns regarding their financial situations, these schools would not be accepted into the MAT at this time. Three other schools had also expressed an interest, one it is believed is going with another MAT, and responses are being awaited from the other two.</p> <p><b><u>Premises (Min 227 refers)</u></b></p> <p>The school were waiting feedback with regard to a bid which had been made to the Denby Dale Small Grants fund for £500 towards the cost of a Defibrillator. The Head Teacher had also been in discussion with a company Purple Dog, who were interested in working with the school to support with additional fundraising. Purple Dog had proposed having a stand at the car boot sale to carry out first aid demonstrations, and would have a collection box. The car boot sale was planned for 8 July 2018, pending the successful application for a licence for the event.</p>	<p><b>ALL Progress to be re-visited at the first Resource Meeting in the Academic Year 2018-19</b></p>
236.	<p><b>Review of Head Teacher’s Payscale (FGB meeting 21 November 2017 – minute 80 refers)</b></p>	<p>This matter had been resolved at the Full Local Governor’s (LGB) Meeting on 21 January 2018.</p> <p>In relation to additional duties that the Head Teacher had agreed to take on, a funding formulae had been requested from the Executive Head, Elaine Watson.</p>	

237.	<b>Financial Analysis and Financial Monitoring.</b>	<p>A full report had been submitted at the Full LGB Meeting on 8 May 2018. There was no further update report available due to the absence from school of the School Business Manager. Questions were invited in relation to the report presented on 8 May 2018. There were no questions</p> <p>A budget forecast report had been received from the MAT Finance Officer for 2018/19. However, the Head Teacher had identified a number of discrepancies and raised a number of questions with the MAT Finance Officer. A response was being awaited. However, it was envisaged that it may be necessary for a meeting to be set up between the MAT Finance Officer, Head Teacher and the School Business Manager to understand and rectify these discrepancies. The recruitment of an apprentice would need to be put on hold until the financial situation was clarified.</p> <p><b>RESOLVED:</b> Approval of the Budget would be undertaken at the Full Local Governor Body Meeting on 27 June 2018</p>	<b>School Clerking Service – please add to the Agenda for LGB 27/06/2018</b>
238.	<b>Staffing Review</b>	The full Staffing Review had been circulated at the Full Local Governor Body Meeting on 8 May 2018. Further questions were invited. There were no questions.	
239.	<b>Premises</b>	<p>Following the Full LGB Meeting on 8 May 2018, questions regarding the CIF bid had been forwarded to the Trustees. A response was being awaited.</p> <p>AHR would do the tender process on behalf of the MAT. Scoping would be undertaken to be as effective as possible with the funds. St Aidan’s would be requesting funds for windows and skylights and also replacement of windows and doors in the kitchen. It was suggested that once a date for AHR to visit school was arranged, arrangements should be made for a third party to be present who had a knowledge and understanding of building renovation. It was suggested this might be the school caretaker.</p>	
240.	<b>Pupil Premium Funding</b>	<p>The Pupil Premium Funding information had again been circulated at the Full LGB meeting on 8 May. There was no further update.</p> <p><b>Q. The specific bereavement training, is this for staff or children?</b>  A. This is for a member of staff to support bereaved children. School had explored the option of support being provided by a charity to a bereaved child, but the recommendation had been for 10 sessions of input, which was very expensive. It had been decided that a better option</p>	<b>School Governor Service please add – Sports</b>

		<p>would be training a member of staff to be able to provide this support. Training had been identified through a hospice but this had then been cancelled at the last minute. Other training options were being explored with local hospices.</p> <p>For the first Resources Meeting of the next academic year, the Head Teacher said she would make available an outline of funding information in relation to the Sports Premium Funding.</p>	<p><b>Premium Funding to the Agenda for first Resources Meeting 2018/19</b></p>
241.	<b>Any other business.</b>	There were no items.	
242.	<b>Dates of future meetings and possible agenda items.</b>	<p><b>RESOLVED:</b> The dates for future meetings would be agreed at the first Full LGB Meeting in the academic year 2018/19.</p> <p><b>Please add to Agenda for Full LGB Meeting 27 June 2018:</b> Approval of the Budget for 2018/19</p> <p><b>Agenda for the first Resources Meeting 2018/19:</b> Sports Premium Funding</p>	<p><b>School Clerking Service</b></p>
243.	<b>Agenda, minutes and related papers – school copy.</b>	<p><b>RESOLVED:</b> That no part of these Minutes, Agenda or supporting papers be omitted from the copy to be made available at the School under the Freedom of Information Act.</p>	

The Meeting concluded at 7.15pm.