



Committee Record

Date & Time		Attendance	Apologies	
Leadership & Resources Committee 3 rd October 2018 6.00pm Part One		Jill Rhodes, Catherine Homer, Michelle Sawyer, Lisa Colclough, Carla Byng, Claire Reid, Naomi Thomas, Darren Locke. Chair – Catherine Homer	Simon Yates, Cath Blundell, Janet Cope, Heather Tunstall.	
Item	Details	Notes	Action	Done
1	Apologies for Absence	Simon Yates, Cath Blundell, Janet Cope, Heather Tunstall.	Information and copy of minutes to be sent by email	Yes
2	Additional Items of Business	Pay Policy		
3	Conflict of Interest	None		
4	Membership	No Change		
5	Minutes of Previous Meeting	Reviewed ; <ul style="list-style-type: none"> • GDPR, decided not to pay for any extra help at the moment due to the costings. Kathy Steele to remain as the Data Protection Officer. 		

		<ul style="list-style-type: none"> • Pupil Absence – DL sent out the data. • Quotes for outside play equipment, all completed and the equipment has been installed. <p>Governors happy with previous minutes.</p>								
6	Matters Arising	None								
7	Agenda Item #1	<p>Terms of Reference – DL sent out by email, Governors approved.</p> <p>See Attached Document Documents for Minutes\new terms of reference leadership and resources.pdf</p>	Governors Approved	Yes						
8	Agenda Item #2	<p>Budget Update – 3 Year budget figures given to Governors, DL explained the carry forwards:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Yr1</td> <td style="text-align: center;">Yr2</td> <td style="text-align: center;">Yr3</td> </tr> <tr> <td style="text-align: center;">£52,359</td> <td style="text-align: center;">£-13.903</td> <td style="text-align: center;">£-121,335</td> </tr> </table> <p>DL explained although the figures are</p>	Yr1	Yr2	Yr3	£52,359	£-13.903	£-121,335		Yes
Yr1	Yr2	Yr3								
£52,359	£-13.903	£-121,335								

		<p>not looking great for year 3, we do have a healthy carry forward this year and with careful spending and may be some staff changes the figures for year 3 shouldn't look so bad. Also the increase for Teachers pay and the pension increase have been included in the figures and we only have one year of funding towards this.</p> <p>CH was concerned that the reception numbers have dropped this year, LC suggested that this could be due to not having the nursery next door now. DL explained that he didn't think that was the case as we only used to get a few children from that nursery and that most of the children came from nurseries further afield. He also explained the County wouldn't help with funding as there was no further demands for more nursery provision as there was plenty of availability in the providers we have in Crewe. DL explained that perhaps we should get more involved with Starting Point which is the nursery at South Cheshire College.</p>		
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		<p>The Governors suggested we be more proactive with our results and perhaps have a banner with some of the parents comments we have had.</p> <p>JR said that it was good we had a carry forward and moving forward we need to be careful with spending.</p> <p>See Attached document O:\Minutes of Meetings\Documents for Minutes\3 Year Budget 03.10.18.pdf</p>		
9	Agenda Item #3	<p>SFVS – DL gave a copy of the confirmation we received for the last SFVS questionnaire. The outcome stated we are Satisfactory Assurance.</p> <p>See attached document Documents for Minutes\SFVS result 2018.docx</p>		Yes
10	Agenda Item #4	<p>School Fund Audit – The audit took place in the summer holiday and the certificate was shown to the Governors.</p> <p>See attached document O:\Finance Forms\School Funds Autdit 2018.pdf</p>	Governors approved	Yes

11	Agenda Item #5	<p>Benchmarking – DL produced a report which has been emailed to Governors. The report works data out comparing against schools of a similar size. The data is always behind and so it's worked out from 2016/2017. The report shows we have spent a lot on ICT. DL explained that all the high spending's are due to one offs which will not normally occur, but on all the day to day spending we are in line with other schools.</p> <p>See attached document Documents for Minutes\2018-09-12 Schools Financial Benchmarking Report.pdf</p>		Yes
12	Agenda Item #6	<p>SDP – Copy sent out to all Governors. This will be discussed at the FGB 15th October 2018. See attached document Documents for Minutes\vine tree sdp action plans 2017-2020.docx</p>	Discuss at the FGB	
13	Agenda Item #7	Governor's Action Plan – Training in the following –		

		<p>New Parent Role of Governor Chairmanship New Assessments</p> <p>DL suggested we attach the Governor's Action Plan to the SDP.</p>		
14	Date & Time of Next Meeting	<p>Pupil Absence Report – DL sent out to all Governors. This report shows the percentage of unauthorised/authorised/persistent absence for each year group and giving the overall percentage of attendance.</p> <p>See attached document Documents for Minutes\NC attendance School classes term by term year 2017 18.docx</p>		Yes
15	Any Other Business	<p>Pay Policy – JR explained that the policy will now need to be adjusted due to the changes taking place this year. Once this has taken place we can then approve the pay and action this with Cheshire East County.</p> <p>After School Care – LC asked if we are thinking about providing this for parents. DL explained that this would</p>	<p>Governors to review the pay policy with DL and make any changes necessary.</p>	

		be more complicated as it would need may be a Governor to oversee things, staff costings etc would have to be taken in to consideration. DL will send out a questionnaire to parents to see what requirements they may have.	DL has sent out the questionnaire	Yes
16	Date & Time of Next Meeting	To be arranged at the FGB 15 th October 2018		