



WENSLEY FOLD CE PRIMARY ACADEMY
GOVERNORS FINANCE COMMITTEE MEETING
WEDNESDAY 28 FEBRUARY 2018 AT 6.00PM
MINUTES

PRESENT: Donna Simpson (DS), John Leigh (JL), Steph Pfeiffer (SP)
 Aisha Hussain (AH), Rehana Master (RM) Olwyn Fairless (OF), Shuiab Khan (SK)
 Mary Hargreaves (MH) Johar Dungerpurwala (JD) Ehsan Raja (ER)

IN ATTENDANCE: Sue Blackwell (SB), Mary Hutchison (MH)

Minute No.	Item	Action to be taken
FC/22	Apologies for Absence There were no apologies for Absence	
FC/23	Minutes of the last meetings 14/11/17 The minutes of the last meeting were approved at Full Governors on 14 December 2016	
FC/24	Matters arising from the minutes There were no matters arising	
FC/25	Register of business interests There were no amendments to the above	
FC/26	Review & Monitor Service Level Agreements <u>Facilities Management – LA</u> No Problems <u>Financial Management – LA</u> No Problems <u>Governor Training – LA</u> No Problems <u>HR & Payroll – Capita</u> No problems <u>ICT Services – Crystal</u> No Problems <u>Insurance - Marsh House</u> No Problems <u>Legal Services – LA</u> No Problems <u>Occupational Health – PAMS</u> No Problems <u>Property Services – Capita</u> No Problems <u>SIMS Support – OSMIS</u> No Problems	
FC/27	Monitoring of the School Budget <u>Current Position as of period 6 (enc) –</u> The committee noted the position of the budget which was mainly on track for the current period. Slight variations were explained by SB. <u>Requests from other committees</u> DS reported that quotes had been sought from 3 businesses to extend the dining hall which would result in fitting another class of children in	

	comfortably. This followed a visit from ER and SA who reported their concern about how quickly the children had to digest food in order for the next classes to come in. The total cost would be just under £30000 and the company to be used is the one who carried out the work for the new School Direct office and the music room. This request was approved by the committee.	
FC/28	<p>Monitoring of Pupil Premium</p> <p>DS informed all governors that pupil premium provides funding for children:</p> <ul style="list-style-type: none"> • who have been in receipt of free school meals (FSM) at any point in the past 6 years (£1320 per child) • who have been continuously looked after for the past six months (£1900 per child) • whose parents are currently serving in the armed forces (£300 per child) <p>DS urged Governors to look at the detailed information about the above which is displayed on the school website.</p>	
FC/29	<p>Monitoring of Sports Premium</p> <p>DS informed all governors that Sports Premium information is also on the website under PE and requested all governors to have a look at this.</p>	
FC/30	<p>Policies</p> <p>Balance & Reserves Best Value & Quotation Whistleblowing</p> <p>The above policies were agreed and signed by JL. They are all displayed on the website.</p>	
FC/31	<p>Inventory Register</p> <p>Write off of disposable stock Rec & Y1 Desktop Computers</p> <p>The above have now been written off as iPads are used by the children.</p>	
FC/32	<p>Schools Direct Update</p> <p>DS reported that applications for the above were nearly 50% down as at the same time last year. This is not a reflection on our training but is a country wide pattern. We are currently interviewing for September intake and at the time of writing our numbers total 13. We continue to maintain our high standards in recruitment for the course. Our current intake of 19 students are now currently completing their 2nd placement and are doing very well in our partner schools within our alliance.</p>	
FC/33	<p>Governor Training</p> <p>Training</p> <p>R Master - Prevent J. McFeeley – Safer Recruitment E Raja – Safer Recruitment M. Hargreaves – Safer Recruitment E Raja – School Finance Management J. Dungepurwala – Finance Management</p> <p>CPD Training</p> <p>O Fairless, J Leigh, J McFeeley, A. Hussain, R Master, J Dungepurwala, S Alam</p>	
FC/34	<p>Governor visits to school</p> <p>Visits</p> <p>Julie McFeeley – Early Years Visit Julie McFeeley – SEN Visit</p>	

	Julie McFeeley – Better reading visit J. Leigh – Friday Headteacher meetings J. McFeeley/J.Leigh – Panel for Ext Leave S. Alam – DT M. Hargreaves – PSHE Visit	
FC/35	Any Other Business NGA Membership – Several governors enquired if we had access to this – MH to inform at next meeting	MH to enquire about NGA membership
FC/36	Date & time of next meeting Wednesday 20 June 2018 at 6pm	