

I certify that these minutes are a true and accurate record of the Governing Board Meeting held on Wednesday 15<sup>th</sup> November 2017 at 4pm

Signed.....Chair/Vice-Chair      Date.....



## Barton Primary School

Minutes of the Meeting of the Full Governing Board of Barton Primary School  
Wednesday 15<sup>th</sup> November 2017 at 4pm

### Governors Present

Mrs U Hutchinson (UH)	LA Governor, Chair
Mr M Snow (MS)	Staff, Headteacher
Mr T Jefferies (TJ)	Parent
Cllr M Price (MP)	Co-opted
Mr M Radford (MR)	Co-opted
Mrs N Smy (NS)	Parent
Mr P Whiteman (PW)	Co-opted

### Apologies

Mr Booth and Mrs Redrup

### Absence

None

### Non-Governors in Attendance

Miss C Bailey (CB)	Clerk to the Governing Board
Mr K Whiting (KW)	School Business Manager

### Vacancies

1x Co-opted Governor

### Quorum

The meeting achieved the minimum number to be considered quorate (5) at remained above this number for the whole meeting.

### Start & Finish Times

The meeting convened at 4pm and finished at 4.32pm having considered all the items on the agenda.

Key: **Red:** Action Points, **Blue:** Challenge, **Green:** Support, **Purple:** Ring-fenced funding.

### 1. Present & Apologies

UH welcomed everyone to the meeting; apologies were received and accepted from Mrs Redrup and Mr Booth

### 2. Order of Business

This is a single item agenda; no other items have been received.

### 3. Declaration of Interests

No interests were declared.

### 4. Revised Budget

UH invited KW to present the revised budget:

KW told governors that the revised budget has to be submitted to the LA by 21<sup>st</sup> November. Governors looked at the 3 year forecast distributed today. KW explained that due to previously unknown factors the deficit position has become worse but should still be recoverable in the 3 year period. The school is basing this budget and forecast on the current funding formula as the distribution of the new funding formula has not yet been agreed by the Schools Forum. The school may benefit from the new formula.

**Q.** Why has the situation become worse?

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A. The majority of the increase in the deficit concerns salaries including cover for staff on sick leave. The school also replaced the two apprentices after the previous apprentices successfully transitioned to LSAs. New LSAs for Behaviour Support and Speech & Language have been employed, driven by pupil needs. The national pay increase of 1% was in the original budget but the government decision to allow 2% was not and the advice of the LA is 2% should be applied at each end of the Main Scale. There have also been some necessary improvements to the building such as a new door to the KS1 area. In total the deficit has increased by 7% or roughly £75k.

KW reported some offsetting gains: PE Grant, SEN funding, Pupil Premium, and FSM income are all up; the school is hiring out the services of the SBM for one day a week to another school; and charges for clubs are contributing to income. The added income means that the increase in the deficit is reduced to £19.5k.

**Q.** How can you work out the income figures for the third year?

A. The figure for the third year is 'flimsy'. We have no idea how the new funding formula will affect the school so can only provide a calculation on current formulas. It is likely that it will change, especially if the school grows.

Governors discussed with MS and KW how to address the consultation document from the Schools Forum regarding distribution of the new formula.

**Action Point 1: MP agreed to come into school to meet with KW and discuss the reply to the Schools Forum consultation document**

**Q.** Looking at the 3 year budget and general increases in costs, how are you able to reduce the deficit?

A. Because we are increasing pupil numbers. All schools are now experiencing budget problems and around 50% are in deficit.

**Q.** What happens to the budget if pupil numbers drop?

A. The school's current trend is upwards but numbers dropping is a risk. Some staff contracts are temporary and can be adjusted if necessary.

**Q.** What happens if we don't recover the budget?

A. The delegated responsibility for the school finances given to the Governing Board and the school by the LA could be withdrawn. Governors discussed the capacity for the LA to be able to do this if many schools were in financial difficulty; the system that Hants CC use which is centrally controlled; and the importance of having a recovery plan. Governors discussed the problems caused by admissions granted by applications to panels which take classes over the allocated number. These admissions are fine if accompanied by the appropriate funding for the needs of the child, but usually they are not. MS said that he would welcome a visit to the school by the Council member with responsibility for Children's Services, Cllr Brading.

**Q.** Why is the income in facilities and services down in year 2?

A. The school has been receiving funding for the Teach First students which will cease.

UH thanked KW for all the hard work he puts in to the finances.

MP proposed the revised budget for signing and submission, PW seconded and the Board agreed unanimously.

Mrs Hutchinson thanked everyone for their time and closed the meeting at 4.32pm

**Contacts:**

Mrs U Hutchinson: Chair of the Governing Board

Contact via the School Office on 522469 or in writing, or via the Clerk to the Governing Board

Miss C Bailey: Clerk to the Governing Board

Email: [carole.bailey@bartonpri.iow.sch.uk](mailto:carole.bailey@bartonpri.iow.sch.uk)

Or in writing to the School Office