



## Mary Tavy and Brentor Community School Minutes of the Resources Committee Meeting – 24.11.22

Item	Item/comments/notes																																				
<b>Procedural Matters</b>																																					
1.	<p><b>Welcome and Apologies for Absence</b> The meeting began at 16.05pm. Chair welcomed everyone to the meeting. No apologies received. All present.</p> <p><b>Present:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4a4a8a; color: white;"> <th style="width: 25%;">Co-opted Governors</th> <th style="width: 25%;">Parent Governors</th> <th style="width: 25%;">Staff Governors</th> <th style="width: 25%;">LA Governor</th> </tr> </thead> <tbody> <tr> <td>Tim Collingwood</td> <td>David Petridge</td> <td>Clare Davies – Head Teacher</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td style="background-color: #4a4a8a; color: white;"><b>Clerk</b></td> </tr> <tr> <td></td> <td></td> <td></td> <td>E Murphy J Hooper</td> </tr> </tbody> </table>	Co-opted Governors	Parent Governors	Staff Governors	LA Governor	Tim Collingwood	David Petridge	Clare Davies – Head Teacher					<b>Clerk</b>				E Murphy J Hooper																				
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2.	<p><b>Declaration of pecuniary interests</b> No new declarations were made pertaining to this meeting.</p>																																				
3.	<p><b>The minutes of the last meeting</b> <b>Governors agreed the minutes of the meeting on 27.9.22 as a true and accurate record.</b></p>																																				
4.	<p><b>Matters arising not on the agenda and actions from the last meeting</b></p> <p>Governors were asked for a list of dates for FGB and Resources meetings for the rest of the academic year to ensure a clerk is present at all meetings.</p> <p style="color: red; text-align: center;"><b>ACTION: DP to send clerk a list of dates for meeting for the remainder of the academic year.</b></p> <p>Actions update from 27.9.22</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4a4a8a; color: white;"> <th style="width: 10%;">Item</th> <th style="width: 60%;">Action</th> <th style="width: 15%;">Actionee</th> <th style="width: 15%;">Status</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">4.</td> <td>HT to ask finance to provide figures split separately</td> <td style="text-align: center;">HT</td> <td></td> </tr> <tr> <td style="text-align: center;">6. (1)</td> <td>HT to ask county how admin support is charged so this can be incorporated into the budget</td> <td style="text-align: center;">HT</td> <td></td> </tr> <tr> <td style="text-align: center;">6. (2)</td> <td>HT to investigate costs of new IT equipment and report back at next Resources meeting</td> <td style="text-align: center;">HT</td> <td></td> </tr> <tr> <td style="text-align: center;">6. (3)</td> <td>HT to ask the finance team for the cost of electricity to the school</td> <td style="text-align: center;">HT</td> <td></td> </tr> <tr> <td style="text-align: center;">12.</td> <td>HT to ask ICT lead for a paper to share the <u>3/5 year</u> plan to meet the needs of the ICT curriculum with regards to resources.</td> <td style="text-align: center;">HT</td> <td></td> </tr> <tr> <td style="text-align: center;">4.</td> <td>HT to ask finance to provide figures split separately</td> <td style="text-align: center;">HT</td> <td></td> </tr> <tr> <td style="text-align: center;">6. (1)</td> <td>HT to ask county how admin support is charged so this can be incorporated into the budget</td> <td style="text-align: center;">HT</td> <td></td> </tr> <tr> <td style="text-align: center;">6. (2)</td> <td>HT to investigate costs of new IT equipment and report back at next Resources meeting</td> <td style="text-align: center;">HT</td> <td></td> </tr> </tbody> </table> <p>4 – Completed 6 – Completed 6 – Completed. It was explained new MacBook have been purchased for the school. 6 – Completed 12 - Completed</p>	Item	Action	Actionee	Status	4.	HT to ask finance to provide figures split separately	HT		6. (1)	HT to ask county how admin support is charged so this can be incorporated into the budget	HT		6. (2)	HT to investigate costs of new IT equipment and report back at next Resources meeting	HT		6. (3)	HT to ask the finance team for the cost of electricity to the school	HT		12.	HT to ask ICT lead for a paper to share the <u>3/5 year</u> plan to meet the needs of the ICT curriculum with regards to resources.	HT		4.	HT to ask finance to provide figures split separately	HT		6. (1)	HT to ask county how admin support is charged so this can be incorporated into the budget	HT		6. (2)	HT to investigate costs of new IT equipment and report back at next Resources meeting	HT	
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<b>Monitoring, Accountability and Strategic Items</b>																																					
5.	<p><b>Monitor Budget</b> Figures were shared prior to the meeting.</p> <p>There is an overspend on staffing at the moment.</p>																																				



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The 4% increase that was mentioned in the Autumn Statement was discussed. It was believed with the 4% and the school's income, MTB will be in profit for the next 2 years. However, there was an expression the 4% increase will not be enough to close the deficit gap.

**Q: in regard to sports funding, if our pupil number rises, does the sports funding also go up?**

**A:** Pupil premium is a flat rate so it isn't based on the amount of pupils in the school

**Q: There is a note regarding ASCARD Storage. Is this an overspend?**

**A:** That is a storage unit in the field. It is a luxury item the does not need. The amount is not spent yet and most likely will not be spent.

HT explained the cost of the Adventure Bude and Moorland visits were partly subsidized for every parent. Moving forward for this year, the school will not be able to subsidize the visits.

The current cost of running the school was discussed. HT advised heating is being kept low and the use of electric and ordering is being monitored.

**Q: How is the Breakfast Club? And the Afterschool Club?**

**A:** Breakfast club is going well but unfortunately afterschool club has not taken off.

**Q: Should we charge for all clubs?**

**A:** I don't think so. There needs to be some leeway with costs to support all parents.

It was noted that all schools in Devon County will have a tight budget.

**Q: Who puts the figures of pupils on roll into the budget planners?**

**A:** They are done for us based on the numbers in each year.

**Q: Should we draft something to go to County to explain MTB is in financial distress based on the numbers at the moment?**

**A:** Yes, that would be a really good idea. There needs to be recognition that staff pay increases do have an impact on school budgets

**ACTION: Governors to draft letter to DCC to regarding current numbers.**

## 6. Staffing

Meeting moved to part 2 minutes at 16.50

Meeting moved back to part 1 minutes 17:00

DP is meeting with regional schools lead for the Southwest and the CEO of DMAT to discuss academisation.

A concern around staff workload was discussed as some staff are struggling at the moment especially with the cost of petrol getting to and from school.

Lunch times continue to be a struggle. Staff are now running the kitchen with TA's lunch time supervising and have a half an hour lunch break.

Although meals are not cooked in the kitchen, It was noted the cleanliness was highlighted in the Health and Safety visit.



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	HT enquired about altering the cleaner contract to cover the kitchen area. Governors agreed.  <b>Q: How are the meals going down with the pupils?</b> <b>A:</b> Over half the schools have meals including all of KS1.
7.	<b>Wrap around care update</b>  Nothing raised.
8.	<b>Review spending in line with SIP</b> Spending has been reviewed. Consideration has been given to individual staff circumstances and workloads.
9.	<b>Covid catch up/tutor funding</b> Not discussed.  <b style="color: red;">ACTION: Clerk to take this off of future resource agendas.</b>
10.	<b>Health &amp; Safety</b> Health and Safety report circulated prior to meeting.  Risk assessments and the costs were discussed. It was explained governors were advised assessments should be recorded every 12 months however, there is no law or legislation for this.  Churchill and Rock Compliance both come in to the schools to carry out inspections around Health and Safety which are contracted through DCC.
11.	<b>Ratification of 2022 pay and conditions award</b>  <b style="color: green;">Governors approved the 2022 Pay and Conditions Award by unanimous decision.</b>
<b>Matters brought forward by the chair</b>	
12.	<b>Any matters arisen since agenda publication to be notified to the chair PRIOR to the meeting</b> None raised
13.	<b>Impact</b> – Continue to monitor spending and staffing costs.
<b>Housekeeping</b>	
14.	Training – no training noted.
15.	<b>Date of Next Meeting – 17<sup>th</sup> January 2pm</b>
The meeting ended at 17:30	

### Action Log from 24.11.22 Resources Committee meeting

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4	DP to send clerk a list of dates for meeting for the remainder of the academic year	DP	
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