



**CHESTERTON  
COMMUNITY COLLEGE**

**Chesterton Community College**

**Resources Committee Minutes**

**18<sup>th</sup> June 2013**

**CHESTERTON COMMUNITY COLLEGE**  
**Minutes for the Resources Committee**  
**18<sup>th</sup> June 2013 at 6pm**

**1. Present:**

Jim Warwick, James Strachan, Nicola Von Schreiber, Mark Patterson (Head), Katharine Hutchinson, David Sharp, Mary Sanders, Tracy Roden (Vice Principal for Business and a nonvoting member) and Alistair Wayne.

The meeting was Quorate with 7 Governors plus the Head - the quorum is 3 Governors plus the Head.

**In Attendance:** Wendy Palmby (Clerk)

**Apologies:** Colleen Lehane, Steve Hampson.

**2. Declaration of Pecuniary Interests:** None were declared

**3. Register of Business Interests:** There were none registered

**4. The Minutes of the last meeting:** (12.03.2013) were agreed and signed as a true record.

**5. Matters Arising:**

- The Pavilion is still going ahead and Mark Patterson will pass all details and the contact for this project, over to Lucy Scott when she arrives.
- Governor Allowance Policy to be circulated **Action:** Clerk
- Health and Safety update: All information had been circulated to Governors, following the last Risk Management Group (RMG) meeting. The last RMG meeting of the school year is 15th July and Governors are invited to attend should they wish to do so.

**6. School Budget:**

A detailed financial pack had been circulated prior to the meeting.

Tracy Roden presented the figures from the budget and gave a breakdown of the income and expenditure. A 1% uplift had been built in for pay increases in 2013-2014.

Tracy also explained the situation regarding pensions.

\*Governor Alistair Wayne entered the meeting at 6.30pm

- Every 3 years the LGPS pension is valued by an Actuary. Our valuation is due this year and Tracy has a meeting scheduled 2nd July. There will be a report available in the autumn term for potential adjustments to come into force from 01.04.2014.
- It was noted that the budget was very prudent and to some extent a "worst case scenario".
- Insurance funding for schools has been capped and Tracy has a meeting scheduled with a broker to bridge the gap and get the best deal for Chesterton.

- A Governor asked about the 5 year prediction and what reserves if any would be left.
- Tracy explained the Key Risks document she and Mark had prepared and circulated before the meeting, pointing out the long term risks and opportunities. Although there will always be some surprises, the budget short term to medium term feels robust, but we will need to draw on reserves as the year's go. A fairer funding model could help arrest this situation longer term.

Signed

Date

- A Governor then questioned the i-pad initiative and the costs involved. Chesterton has always invested in technology and Governors could see the academic benefit of this initiative. Tracy recommended that this programme would need monitoring very closely and would amend the risk document to cover this. **Action:** Tracy Roden
- There was a need to replace some very old equipment in the Design and Technology department.
- The Pupil premium has been increased and this has been tied in to the intervention model. A database has been set up to monitor student progress for those students who attract Pupil Premium. This is to highlight achievement gaps so that we can ensure intervention is in place for these students. The intervention model is being reviewed for September and this will result in some last minute positive adjustments to the budget.
- Some discussion took place on our Pupil Admission number (PAN), but this was also on the agenda for the next Strategic Governors meeting.
- Tracy confirmed that Vertical tutoring has been built into the budget.

Tracy stated that there were two adjustments (\*) to make to the budget (one on intervention and one on parental gifts), but that would be all and the bottom line would improve not worsen.

James Strachan then proposed that the budget, subject to \* amendments, be presented at the Full Governing Body (FGB) meeting in July. All Governors were in favour of this proposal.

## **7. Sports Centre Budget:**

The Sports Budget had been recommended to the Resources committee by the Sports Committee. It was agreed that the Sports Centre could continue to contribute to the School budget, to compensate for the services they received from the school.

The concerns were for other Sports centres opening in the vicinity in terms of loss of key staff and key customers. It was agreed that that both were medium rather than short term risks (Manor School and Madingley Road, University). Tracy agreed to expand the SWOT (Strengths, Weaknesses, Opportunities and Threats) document before circulating to FGB

**Action:** Tracy Roden

It was recommended that the Sports Budget be presented at the FGB meeting in July. All Governors agreed.

**8. A.O.B:**

- The Teachers Pension Audit is due shortly.
- Tracy then asked the Chair if an Audit Committee meeting was required this term. **Action:** Tracy to check with Julie Weaver
- This was Tracy's last Resource Committee meeting and she was thanked by Governors for her hard work during her time at Chesterton and wished good luck in her future role. It was agreed unanimously that Tracy had been an outstanding professional and had a great understanding of business acumen.

**9. Date of the next meeting:** Proposed for 15<sup>th</sup> October 2013

The meeting closed at 7.10pm

Signed

Date