



**CHESTERTON
COMMUNITY COLLEGE**

Chesterton Community College

Resources Committee Minutes

22 January 2013

CHESTERTON COMMUNITY COLLEGE
Minutes for the Resources Committee
Held on 22 January 2013 at 6pm

1. Present:

Steve Hampson, Jim Warwick, David Sharp, James Strachan, Nicola Von Schreiber, Mary Sanders, Mark Patterson (Head), Katharine Hutchinson, Tracy Roden (Vice Principal for Business and a non-voting member)

The meeting was Quorate with 8 Governors plus the Head - the quorum is 3 Governors plus the Head.

In Attendance: Wendy Palmby (Clerk)

2. Apologies: Paul Tonks, Colleen Lehane.

Absent: Alistair Wayne

3. Declaration of Pecuniary Interests: None were declared

4. Register of Business Interests: There were none registered

5. The Minutes of the last meeting: (16th October 2012 as the meeting of 11th December was cancelled), were agreed and signed as a true record.

6. Matters Arising:

- i. There was a short discussion about the two European Funding bids we made last year from which we had to withdraw.

Action: Tracy Roden to follow up our withdrawal from the two projects to make sure it has been completed.

Governors then discussed entering in to further bids and the new Fundraising Group which had been formed. Unfortunately the first meeting of this group had clashed with the Teaching and Learning Governors' committee meeting and so was not as well attended as it could have been. Another meeting will be organised and will be timed to avoid a clash with any other meetings.

Copies of the papers (Agenda Terms of Reference, notes etc) from the Fundraising meeting were available for Governors to view.

- i. It was confirmed that the Risk Register would be kept and reviewed by the Leadership team and would be revised periodically, with updates going to the Resource committee throughout the year. The Resource committee confirmed it was happy to receive the data from the Risk Management group as and when it is circulated.
- ii. Health and Safety: A recent Governors Appeals committee had highlighted one or two issues, which needed to be addressed by the Sports Centre. This would be raised at the next Sports Committee meeting.

Financial Update:

College Accounts: Tracy Roden took the Governors through the financial documents previously circulated.

Costs: Supply and Building/maintenance costs were relatively high and will be monitored closely. It was hoped that with the new windows, the College will save on heating costs.

As an Academy the rate rebate issue has now been resolved.

Income: There were no unusual variances and it was noted that Lettings had been very successful last year. This year the EC Language school will be coming in again and we also have the lettings from another group, ABC.

Any surplus this year will be required to sustain the budget in future years, as can be seen in the 5 year plan.

Future issues for the Strategic Committee to consider:

- Increasing numbers in Primary education which could well affect the Secondary education in 3-4 years time.
- Changes in the management of local secondary schools and the possible future effects on Chesterton.
- Possible new schools in the area.

Action: Clerk to forward to the Strategic Committee

Sports Accounts:

Costs: Tracy Roden took the Governors through the Sports Centre accounts.

It was noted that the costs were well controlled and the budget was robust.

Costs for Adult Education will be shown going forward as the programme is now underway (launched January 2013).

Income: This was slightly down for the first couple of months, due to corporate membership and swimming lessons. This will be monitored to see if it improves.

However, the income is still very good and the Sports Centre Manager and her team are doing a good job.

Action: Tracy Roden and Mark to consider how we might "promote" good PR throughout school with regard to the year end position for lettings and Sports Centre contribution.

Governors asked about the employment of Swim Teachers and if they were bought in.

Tracy Roden explained to Governors that the College employs all Swim Teachers themselves.

There was then some discussion on the effect that support staff pensions (generally and specifically in the sports centre) have on the College. It was decided that pensions as a whole at Chesterton needed to be reviewed, taking into account current government changes and that this was possibly a discussion point for the Full Governing Body.

Action: Tracy Roden to prepare information

7. A.O.B:

Mark Patterson informed Governors that there may be some "106" money that could help the college in the future.

Tracy Roden explained that we should have the result of a Health and Safety Capital bid which was submitted to the DfE, by the end of March 2013.

It was noted that the College Accounts are now on our website and that we had met the EFA deadline for the return of the accounts, with one last return due 31st January 2013 (AAR). Tracy Roden was thanked for her continued hard work with College finances.

8. The meeting closed at 7.30pm

Date of the next meeting: Agreed for Tuesday 12th March 2013 at 6pm