

Chesterton Community College
Resources Committee
Minutes from 22nd November 2016

Present: Lucy Scott (LS) (Head), Mary Sanders (MS), Martin Russell (MR), Katherine Hutchinson (KH), Jim Warwick (JW) (Chair), Masum Shaikh (MS), Eva Pepper (EP), Luke Tunmer (LT), Julie Weaver and Peter Howard- Jones.

This meeting was quorate of 7 governors out of 8 present.

1. **Apologies:** Jo Borroughes
2. **Declarations of Conflict of Interests/Register of Business Interests:** None.
3. **Election of Chair:** MS and EP nominated Jim Warwick to be Chair to which the committee were all in agreement.
4. **Minutes of the last meeting (21st June 2016):** These were agreed and signed as a true record by the Chair.
5. **Matters Arising:** These were all actioned and completed.
6. **Health and Safety Update:** MR explained to the committee that he was waiting for Risk Assessments back from different departments and as soon as these are in he will then start to review them. Once this is all complete MR will share all findings with the committees. There will also be a risk management meeting.

ACTION: MR to share findings of Risk Assessments with committee.

7. **Finance Policy:** This was discussed and agreed and by the committee.

Clerk to add to FGB agenda for ratification.

8. **Review of Auditors Report:** Peter Howard-Jones and Julie Weaver went through the auditor's report with the committee outlining the key areas. The report had been circulated previous to the meeting. PHJ explained how the full report would be presented at the FGB meeting on the 7th December by MR. Key issues Memorandum was discussed and it was after a lengthy discussion it was agreed that Jim, Lucy and Martin to look and draft as responses as per discussions.

9. **Proposed recommendations on Energy Investment Proposal:** Options and risks were discussed and it was decided to form a subcommittee with potential input from parents. It was agreed that more insight into this needs to be obtained before a final decision can be made.

10. **Budget Update/Sports Centre Update:** MR presented and spoke about the budgets to the committee highlighting the key areas. It was agreed a budget forecast would be presented at every Resources meeting. The committee spoke about how we are financially and were happy that we are in a good position. MR also presented a 3 year Budget forecast to the committee and explained how this was a working document and changes all the time.

Action: Clerk to add Budget Forecast as a standing item on agenda

11. **A.O.B** MR explained that as of the 1st December we will be bringing the cleaning contract in house.

Date of next meeting: 22nd March 2017

This meeting closed at 7.40pm.