



**CHESTERTON
COMMUNITY COLLEGE**

**Chesterton Community College
Resources Committee Minutes
24th March 2015**

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Minutes for the Resources Committee

24th March 2015 at 6pm

1. Present: Lucy Scott (Head), Mary Sanders, Jim Warwick (Chair), Eva Pepper, Katharine Hutchinson, Mark Little (Director of Finance and Business and a non-voting member), Simon Peyton-Jones, Jo Burroughes.

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

2. Apologies:, 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: (25/11/2014) were approved and signed as a true record.

6. Matters arising:

- Accounts, annual report, and Key Issues Memorandum should be on the web site
- Next year's funding grant is up £477k. But £140k goes on anticipated salary progressions, £70K on increased pensions, £60k on increased NI (£140k in a full year), so it's less rosy than it sounds
- Auditors: We agreed to use Peter Howard-Jones for one further year; and then re-tender.

7. Risk Management and Health and Safety:

- **Action:** Mark Little to investigate why playground accidents are so high (591 so far this academic year, 42% increase on same period last year). Happily, serious accidents are very low (3 so far).
- Make Health & Safety a new chapter in the Risk Register, combining two currently-separate documents. **Action:** Mark Little
- Risk register: **Action:** Mark to review, and bring to SLT, then next meeting of Resources
- Sports centre, and concern about users with major health problems. Need to protect (a) ourselves (annual disclaimer), and (b) our users (simple testing, blood pressure, heart rate). **Action:** Mark Little to talk to Edit Tokorcsi, and perhaps raise at Sports Committee.
- Invite Stuart Wood to do health & safety audit of school, now that new science and DT technicians are in place. **Action:** Mark Little
- Display "statement of intent". **Action:** Mark Little
- Health & safety policy should be reviewed annually. **Action:** Clerk to put on the agenda for the next meeting.

8. Sports centre budget update, half year figures:

- 53% of budgeted income (ie £25k up)
- 50% of budgeted expenditure, even after a donation of £47.5k to school.

9. School Budget

- Income: £35k over budget; expenditure £72k over budget.
- Insurance: from next year government will not refund us the full cost of our insurance – they have created a central scheme (RPA=risk protection arrangement) but this is likely to have flaws/gaps. We need to revisit this when planning for next year.
- Donations of £12.5k. Of this £10k is gift aid recovery from a one-off donation last year. Hoping to write to colleges to ask them for help with the students we educate for their visiting academics (for free).
- Advertising (and agency fee) spend well over budget, but we have made some very good appointments. In future perhaps we should decline agency contact, and advertise “We do not use agencies, so you must apply directly”. Use subject-specific teacher community networks; and signing bonuses. Speed-dating for Canadian teachers: we appointed FIVE teachers.
- Mark expects end of year deficit of £0-30k. The committee agreed this is acceptable, given that our current reserves were adequate and we have longer term plans to address this, especially in view of the ambitious donation target.

10. AOB: There was none

11. Date of next Resources meeting: Tuesday 19th May 2015

The meeting closed at 8pm