

Chesterton Community College

Resources Committee

Minutes from 24th November 2015



1. **Present:** Lucy Scott (Head), Mary Sanders (MS), Jo Burroughes (JB), Mark Little (ML), Katherine Hutchinson (KH), Jim Warwick (JW) (Chair), Eva Pepper (EP), Peter Howard Jones (PHJ) and Julie Weaver (JW).
2. **Apologies:** None.
3. **Declaration of Conflict of Interest/Register of Business Interests:** None Declared.
4. **Election of Chair:** It was agreed by the committee that Jim Warwick would continue as Chair.
5. **Terms of Reference 2015 - 2016:** These were agreed by the committee.
Action: Clerk to add to FGB agenda for ratification.
6. **Minutes from the last meeting:** These were approved and signed as a true record by the chair. ML added that Stuart Wood would be visiting the College on the 7th December to conduct a Health and Safety Audit. ML fed back to the committee that PAT testings for letting bookings is being looked into and guidance is being undertaken to make sure all equipment used is PAT tested by themselves or conducted by us on site.
7. **Matters Arising:**
 - **IPAD Funding Model:** ML went through the IPad funding scheme with the committee highlighting the key areas. It was noted that a significant proportion of children are providing their own IPADS. It was questioned by Governors if parents were clear of how the scheme works and if they are aware of the benefits, to which it was decided to revisit parent communication of the scheme so that parents have a clearer insight. JW commented on what an excellent scheme it was and how more in depth communication would be beneficial to parents going forward. ML explained how Year 7's are now using IPADS to which it was questioned the life expectancy of the IPADS, ML explained that these were 4 year models.
 - **School Budget Share:** ML went through the budget share in great depth with the committee outlining the main factors. Educational Services Grant has been reduced by £53 from 2014/2015 to this current year. Contributions have risen by 12.1% from 2014/2015. Additional income of 150k next year is expected next year.

8. **Auditors –External:** Peter Howard – Jones and Julie Weaver went through the External Audit with the committee highlighting the main outcomes of their findings. The main focus was on the key issues that they found during their investigations to which Governors challenged and responded as they felt necessary. It was agreed that ML would extend the budget update report to include balance sheet information so it incorporates cash flow. PHJ and JW gave guidance to the committee on the information required and the committee discussed how they were going to manage the issues raised. It was decided that Governors should look through the report and any further suggestions should be emailed to ML, who will then address with the auditors at a scheduled date and finalise the report. JW congratulated ML and team on a great audit.
9. **Ofsted Update:** LS went through Safeguarding and the Ofsted requirements. This was fully covered and discussed during the Health and Safety Policy discussion.
10. **Health and Safety Policy:** LS explained how safeguarding around the school has been made a priority and the measures that have been put in place to implement this. Temporary measures have been taken to stop traffic from coming onto the school site with the idea in mind to make this a more permanent fixture with possibly fixed gates which would be a capital cost. LS explained that is a priority and an Ofsted requirement and different options are being explored. Governors questioned the possibility of obtaining a grant towards the work that needed doing.
11. **Budget Update 2014/2015:** ML went through the Budget highlighting the main expense areas. Advertising and recruitment still remains to be a big cost vs budget with a +4k in difference from 2014/2015 budget. Teaching staff and Support staff costs are a high cost with investment being made in early starters and exit costs and with the investment in our new Data team. Uniform and Curriculum sales had a difference of 23k on 2014/2015 due to the closure of the school shop. ML went through the data and explained to the committee where the high costs have been involved. The draft Budget for 2015/2016 of £4.568.750 was discussed and it was decided by the committee to look at this again at next resources meeting.
12. **Sports Centre Budget Update:** ML showed the committee the Sports Centre budget this was looked at and ML explained that this has been looked at in detail at the last Sports Centre committee meeting.
13. **A.O.B:** None.
14. **Date of next Resources Meeting 15th March 2016**
15. **This meeting closed at 7.30pm**

