

THE GOVERNING BODY OF FAIRFIELD SCHOOL

RESOURCES COMMITTEE

Minutes of the meeting of the Resources Committee held at 5:30pm at the school on Tuesday, 7th May 2019.

PRESENT

Mr G Denison (Chair), Ms D Johns, Mr M Neild, Mr J Page and Mr A. Pruchniewicz

In Attendance

Ms B Brooks (Deputy Head)
Mr R Robinson (Deputy Head)
Mr S Walsh (School Business Manager)
Mr D Rhodes (Minute Clerk)

21. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Ms Jordanna Proctor

22. MINUTES OF THE MEETING HELD ON 5TH FEBRUARY 2019

The minutes of the meeting held on 5th February 2019 had been distributed to Governors prior to the meeting.

RESOLVED: That the minutes of the meeting held on 5th February be approved subject to the amendment of Minute 16 (premises) with the replacement of the first line to read: "Mr Walsh reported that a new section of hoist was to be installed in meeting room 2".

23. MATTERS ARISING

Oxygen Cylinder Storage

Although the cylinders were the responsibility of the NHS, appropriate Risk Assessments were required by both the NHS and the school.

24. BUDGET

Steve Walsh (SBM) submitted the end of year finance report for 2018/19.

Details had also been circulated to Governors prior to the meeting. The overall report was in five sections:

a) Final Outturn P13 Budget Monitoring

Details of the deficit was provided, together with improvements to the budget situation and final outturn position.

Categories of expenditure were also illustrated together with the explanation of variances. These included employee costs, school services, learning and school resources.

b) Bank Interest, Deficit Carry Over

The accounts for the 2018-19 financial year had now closed and the final SAP reports were available. Details were also provided of the reduction of the deficit, as well as the carry forward figure.

The paper showed the significant investment in the staffing structure allowing the school to progress and move forward.

It was noted that in the long term there would be need to be detailed negotiations with the Local Authority concerning the deficit.

c) B3 Budget for 2019/20

A balanced budget had been set for 2019/20.

Key points to note included Teacher costs, ETA support, admin and clerical, repairs and maintenance, ICT, teacher support staff agency payments, training and income.

Q. With regard to the appointment of the Enrichment Activity Facilitator, have you set specific targets?

A. Yes, they have a job description which, like all employees, will be measured against. They will be line managed by the Business Manager through weekly supervision meetings, setting weekly actions, however no financial target has been set.

Q. Has the cost of the post been accounted for in the budget?

A. Yes, and we expect fundraising income to more than surpass this cost.

d) Financial History

The position of the finances for the financial years 2011/12 through to 2018/19 was outlined.

e) Financial Strategy for the Future

The SMB informed the Committee that in response to the way the school has conducted its finances and the pro-activeness to address the historical deficit, David Gearing (LA Financial Delegation Manager) had agreed an appropriate strategy to further assist the school. This included the relevant Special Educational Needs professionals to meet the Fairfield SLT to determine outcomes for the 48 pupil banding queries and once the bandings have been finalised the school can move to the new LA funding system as part of the high needs funding review.

RESOLVED: That financial report be approved and the Committee recommend that the Chair sign this off at the Governors' meeting to be held immediately following this meeting.

25. STAFFING, PREMISES AND HEALTH & SAFETY

The agenda items for Staffing, Premises and Health & Safety would be taken at the full Governors' meeting.

26. MEETING DATES

It was agreed that the Committee dates would be set at the Governors' AGM in September 2019.

27. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of the agenda, minutes or related papers be excluded from the copy to be made available at the school, in accordance with the freedom of information act.

The meeting finished at 6:00 pm.

Signed: 
(Chairperson)

Date: 4/2/2020

SCHOOL INSPECTION COPY

