

THE GOVERNING BODY OF FAIRFIELD SCHOOL

RESOURCES COMMITTEE

Minutes of the meeting of the Resources Committee held at 5.00 pm at the school on Tuesday, 8th May 2018.

PRESENT

Ms D Johns, Mr M Neild, Mr J Page, Mr A Pruchniewicz and Ms J Thompson.

In Attendance

Mr D Rhodes (Minute Clerk)
Ms B Brooks (Deputy Head)
Mr R Robinson (SLT)
Ms J Tate (National Leader in Education)
Mr S Walsh (School Business Manager)

82. APOLOGIES FOR ABSENCE

Apologies for absence had been received from the Committee Chair, Mr Gary Denison. It was therefore agreed that Mr A Pruchniewicz take the chair for this meeting.

83. MINUTES OF THE MEETING HELD ON 13 FEBRUARY 2018

The minutes of the meeting held on 13 February 2018 had been distributed to Governors prior to the meeting.

RESOLVED: That the minutes of the meeting held on 13 February 2018 be signed as a true and correct record.

84. MATTERS ARISING

There were no matters arising from the minutes.

85. BUDGET 2017/18

Steve Walsh, the School Business Manager (SBM) submitted his written report relating to the 2017/18 fiscal year and the final outturn for Budget period 13. It was emphasised that a balanced budget for the year had been achieved and that the school deficit had not been increased.

The report provided details of the final outturn and commented on employee costs, school resources, learning resources, catering and school services. It was noted that teaching supply payments had been eradicated due to the new staffing arrangements to cover for staff sickness.

Details of the Bank interest were also provided together with the forecast for a balanced budget for 2018/19. The financial history and Benchmarking were also explored.

Q. Are there any further adjustments due for period 13, which will impact on the final figures?

A. All elements have been accounted for, there are no further adjustments. The year's accounts can be signed off.

Q. Has everything been achieved within policy guidelines?

A. All policies have been adhered to, and there is appropriate supporting documentation should this be requested in an OFSTED inspection.

Q. Where will the final accounts be published; will hard copies be available?

A. These will be held electronically in PDF format, and relevant elements published on the school website. Hard copies can then be printed off.

Q. With regard to the continued payment for legal fees in relation to the Spenborough Trust land issue, is there a likely resolution to this issue in the near future?

A. There has been little progress on this issue despite various meetings and a request for a detailed breakdown of the costs incurred. One solution could be to leave the trust. The situation would continue to be monitored.

Q. Could a greater narrative be provided in relation to the revenue figures in the benchmark report, thus providing some explanation.

A. Yes, this can be provided in future reports.

Q. Are the comparisons in the benchmarking report available for any school, so that Fairfield can make a like for like comparison. It would be useful to compare with Castle Hill, also a PFI establishment.

A. Information on other schools is generally available. It had not proved possible to acquire information on Castle Hill School for today's report. This would be useful for future reports

- RESOLVED: (i) That Governors place on record their delight at the financial outcome, as a result of a whole team effort at the school and the initiatives and actions of the SLT and SBM.
- (ii) That the final budget be submitted to the full Governing body with the recommendation that it be approved and signed by the Chair in accordance with financial regulations.

86. STAFFING

This item was deferred to the full Governors' meeting.

87. PREMISES – CAR PARK

The SBM reported that the school car park improvements had been completed in two stages over the spring half term and the Easter holidays.

The new arrangements were working well, with the turn round of 16 minibuses in one move, or in 2 batches of 8 if the weather was poor since the canopy provided shelter. It would not be cost effective to extend the canopy.

88. FIRE DRILL POLICY

Governors had been e-mailed the fire risk assessment reports, one provided by Pinnacle (PFI) and the other compiled by the school. Comments were invited prior to publication.

A practice fire evacuation had been completed, and on this occasion the school had been cleared in under two minutes.

Q. Although the evacuation was quick, this was assisted by no unforeseen problems arising, if pupils are engaged in the bathroom, or undertaking activities in the pool, would there need to be appropriate methods of extracting them from the building quickly?

A. Drag mats could be used in some circumstances, and lifeguards are on duty in the pool. Furthermore, the policy will continually be reviewed, to meet the needs of arising eventualities.

Q. During the evacuation process, how were elements monitored to ensure all people were out?

A. Marshals were used, and registers of individuals were checked.

Q. What about school visitors, were they accounted for?

A. There were records for those visitors who had signed in.

Q. Any adverse reactions from pupils?

A. Due to the alarms being zoned, this was controlled. The alarm system is due to be replaced in the summer with a new one based on tones. This will also assist with the "school lock down" procedure with a unique separate tone.

Q. In a power cut the Maglocks cannot be actioned. Was there a danger here with hindering evacuation of the school?

A. In the event of a power failure affecting the locks, the front doors can be forced open. Tests will also be undertaken to simulate this situation.

89. HEALTH AND SAFETY

This item was to be deferred to the full Governors' meeting.

90. ANY OTHER BUSINESS

There were no items of any other business.

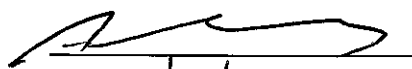
91. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

This item was not discussed.

92. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these agenda, minutes or related papers be excluded from the copy to be made available at the school.

The meeting closed at 6:00 pm

 Chair
 25/9/18 Date

