

## 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, 5<sup>th</sup> February 2019.

#### PRESENT

Mr G Denison, Ms D Johns, Mr M Neild, Mr J Page, Mr A Pruchniewicz

#### In Attendance

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

#### 11. APOLOGIES FOR ABSENCE

There were no apologies for absence.

The Chair informed Governors that Ms Thompson has now resigned as Governor.

#### 12. MINUTES OF THE MEETING HELD ON 25 SEPTEMBER 2018

The minutes of the meeting held on 25<sup>th</sup> September 2018 had been distributed to Governors prior to the meeting.

**RESOLVED:** That the minutes of the meeting held on 25<sup>th</sup> September 2018 be approved and signed by the Chair as a correct record, subject to the following amendment:

'Mr Dennison' to be amended to 'Mr Denison'.

#### 13. MATTERS ARISING

##### Oxygen Storage

**Q: Has the tank storage been investigated?**

A: Whilst on a CLEAPPS course, this question was asked and the tanks can be stored as long as they are in a secure location. The suggestion has been made to look at the medical room so that there is no risk of damage and this needs to be identified on the fire plan.

**Q: How often are the oxygen tanks used?**

A: Students who need the oxygen have it with them and the supply is stored.

**Q: Have the tanks got to be used by a certain date?**

A: No but the regulations need checking and we need to consider how much we are storing and how often it is used.

**Q: Are the tanks the property of the school or the child?**

A: I think the tanks are supplied by the NHS so they should provide us with a risk assessment. This needs to be discussed with the medical team.

14. **BUDGET**

The Finance Report was distributed to Governors at the meeting.

Mr Walsh summarised the staffing investment during 2018 / 2019, the revised financial output projection, financial history and financial future.

Mr Walsh reported that the deficit is now forecast to reduce by £150K this year.

**Q: As the complexity of need increases, can we not work with the Local Authority and keep the deficit where it is so that we can spend this extra money on the children?**

A: The Local Authority have told us that we have to reduce this deficit, however; we have invested more money in staffing than we have saved. It is essential that we further invest in the school staffing structure and continued professional development but at the same time we have to discuss options available to us to eradicate the historical debt.

**Q: Are the banding issues with children coming in on the wrong banding?**

A: Some of them are.

**Q: Is this deliberate?**

A: No and SENDACT have agreed to meet with us termly.

**Q: Can we pose the question that we don't reduce the deficit quite as quick?**

A: We haven't got a timeline for reducing the deficit but this can be discussed with David Gearing (Financial Delegation Manager).

The Governors gave thanks to all involved in reducing the deficit.

The Budget Monitoring Report had also been distributed to Governors in advance of the meeting.

15. **STAFFING**

There was no staffing update given at the meeting, other than what was included in the Finance Report.

16. **PREMISES**

Mr Walsh reported that a hoist was to be fitted in the classroom that does not have this facility, the work in the medical room will be done over Easter and work on the food technology room will be carried out over the summer.

17. **HEALTH AND SAFETY**

Mr Walsh reported that there had been an accident a couple of weeks ago where a child who likes to pull visible wires tried to pull a plug out and when a member of staff tried to stop this, they suffered an electric shock. The member of staff went to hospital and this was reported to Pinnacle immediately. The member of staff is okay and Pinnacle visited to look at where this could be an issue. A cover will be placed over one socket

and one socket will be moved in another classroom so that there are no visible wires. This work has still to be carried out and this has been raised again with Pinnacle.

**Q: What if this child moves in to another classroom?**

A: We will have to plan for this.

**Q: Is the fact that this child is drawn to wires included in the healthcare plan?**

A: No but all staff are aware.

**Q: Do you think the red sockets draw attention to the plugs?**

A: It can be cause and effect.

18. ANY OTHER BUSINESS

There were no items raised under any other business.

19. DATES OF FUTURE MEETINGS

It was noted that the next meeting will be held on the following date at 5.30 pm:

Tuesday, 7<sup>th</sup> May 2019.

20. 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 finished at 6:00 pm.

Signed:   
(Chairperson)

Date: 7.5.19

