

DEANSBROOK INFANT SCHOOL

COMMITTEE: Finance and Premises

Date: 15th October 2024

Committee members: Jade Cheung (JC) (chair)], Julia Hutton-Squire (JHS), Carole Catley (CC), Cllr Hugh Rayner (HR), John Parnaby (JP), Nikki Simon (NS), Nick Mailer (NM), Lisa Roberts (LR)

	Discussion/Action	By whom	Deadline
In attendance	CC, JC, JHS, JP, NS, LR		
1. Apologies for absence	HR, NM		
2. Minutes of previous meeting held on 18.05.2023	<p>Minutes from previous meeting agreed. Actions from previous meeting:</p> <ul style="list-style-type: none"> • Action concerning the broken fire door. We have agreed with Barnet that we will put an insurance claim in via Barnet. We have had 2 quotes, and we have a company coming to fix it at half-term. The fire door will cost £2750 to replace (although only one door was broken both need to be replaced). • We have to pay the £250 excess. The policy is across Barnet so the claim will not impact our insurance renewal premium going forwards. • In future we will put aside 10% of each booking value where there is not public liability insurance into a pot and give it to Barnet. This will cover us for any damage 		
3. Matters Arising	No matters arising		
4. Terms of Reference	<p>The committee reviewed the ToR. Action: Jade asked for review of the budget deficit to be added to the ToR at point 8.</p>		
5. Appointment of Chair and Secretary	<p>Jade was re-elected as Chair. JHS was reappointed as Secretary.</p>		

6, Declaration of Business Interests	No Business Interests were declared.		
7. Budget	<p>Carole walked through the budget and the virements.</p> <p>This year we have fewer EHCP so a slight reduction in the budget. We got budget to cover Caroline's SEN training.</p> <p>Language Acquisition is poor for our Reception children; we have got a grant to fund use of a new scheme.</p> <p>We lost our Chess class because the take-up was too low (only 4 children).</p> <p>We are seeing a drop in take-up of clubs generally – possibly affordability?</p> <p>The PTA has funded a Science workshop, class resources and musical instruments.</p> <p>E08: variation: £29k on pension strain and £47k of redundancy costs. The borough is going to fund the redundancy costs. We will benefit from the redundancies next year not this year.</p> <p>All IT costs have been consolidated under E20, so there has been some movement between codes.</p> <p>Final deficit is £230,907. With the £47k we are at £183k deficit.</p> <p>CC noted that we have had no response to our deficit budget.</p> <p>JC asked whether we have chased up the Borough about this. Lisa said that she had raised it at the Schools in Financial Difficulty Panel, and also that we had asked about our redundancy costs. Neil Marlow asked her to resubmit the question, and we had immediate confirmation that the £47k would be covered.</p> <p>JC offered to raise the lack of a response on the deficit at the Schools Forum on behalf of the school.</p> <p>JHS asked that the misinformation about pension strain should be raised at the School Forum on 12th Nov; schools depend upon accurate information from their professional advisors (HR and Pensions) and we were not well-advised.</p> <p>Action: CC to provide the details to Jade ahead of her meeting.</p> <p>CC noted thanks to Lisa and the finance advisor from the Borough.</p>		

	The school had a new telephone system installed with their capital budget with VOIP throughout the school and a tannoy in the playground.		
8. Teaching staff salary increases (6.5%)	<p>The government awarded 5.5% pay increase to teachers and it would be funded; the funding is not adequate but we had budgeted for 4% so we had adequate provision in our numbers.</p> <p>The Support Staff unions are still considering industrial action.</p>		
9. Pupil Premium	This is not yet available – we will cover it at the next meeting.		
10. Sports Premium	<p>We reviewed what was spent last year, and the plans for next year (approx. £17k per year). Last year we tried hockey and cricket but neither were popular – only 2 signed up for cricket! Gymnastics is very popular – 22 have signed up. We have spent some money on replacing sports equipment including the mats.</p> <p>JHS asked whether the old mats could be kept for outdoor events rather than using the new gym mats and CC agreed to put them in the shed.</p>		
11. Income from Sharsey update	We have raised £7.5k so far. Last year we had £5k income. Regular let on a Saturday for karate; typically 3 – 4 children's parties per month. JC noted thanks to Lisa, John and Karolina for their work getting this arranged.		
12. Staffing update	<p>CC presented the updated staffing structure.</p> <p>Emily Smith, our Maths Lead, is moving up to Yorkshire so leaving at Christmas; the teacher she job-shares with is on long-term sick leave, so CC is looking into backfill options.</p>		
13. Premises update	No major projects just ongoing minor repairs.		
14. AOB	<p>Lisa noted that the Financial Audit was successful, and she will put the report on Governor Hub.</p> <p>CC noted that this was Lisa's first Financial Audit, and we passed with flying colours.</p>		

	<p>JHS noted that with the change of leadership at the Junior School we should consider the Academisation question. Action: Ask the governors for volunteers to review the advantages and disadvantages ahead of the full GB meeting.</p>		
	<p>Date of next meeting: Wednesday 22nd January 2025 @ 6.30pm via Zoom</p>		