

DEANSBROOK INFANT SCHOOL

COMMITTEE: Finance and Premises

Date: 14th November 2023

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), Roshi Klair (RK), Rajen Rajput (RR), Lisa Roberts (LR)

	Discussion/Action	By whom	Deadline
In attendance	Carole Catley [CC] – Head Nikki Simon – (Co-opted Governor) Lisa Roberts – (SBM) John Parnaby – (Staff Governor) Roshi Klair – (Parent Governor) Nick Mailer – (Co-opted Governor) Julia Hutton-Squire – Secretary (Co-opted Governor)		
1. Apologies for absence	RR HR JC		
2. Minutes of previous meeting held on 18.05.2023	<ul style="list-style-type: none"> • CC confirmed that the new server has been installed and is working well. 		
3. Mattes Arising	<ul style="list-style-type: none"> • None 		
4. Terms of Reference	<ul style="list-style-type: none"> • No changes or additions. 		
5. Appointment of Chair and Secretary	<ul style="list-style-type: none"> • Nominated and agreed JHS to continue as Secretary. • JC nominated to continue as chair. CC to confirm. 	CC	
6, Declaration of Business Interests	<ul style="list-style-type: none"> • None 		
7. Budget	<ul style="list-style-type: none"> • CC/LR Discussed the Q2 Budget with the committee that was distributed to the committee prior to the meeting. 		

	<ul style="list-style-type: none"> • NM/RK questioned how we get quotes for E12. • LR/CC explained that we usually get 3 quotes and companies are now charging for quotes and this was confirmed by JP. • Capital Budget was discussed. • NM/RK enquired if we can find contractors for finance outside of LBB • CC/LR confirmed that they are going to be looking into this. • NM enquired how we had received a large amount of additional income but have an increased deficit. • CC/LR explained part of this additional income was from 22/23. 		
8. Teaching staff salary increases (6.5%)	<ul style="list-style-type: none"> • HR wanted to know what is the gap between the provision for teachers pay and the actual pay rise • LR we possibly over budgeted by £4k for the teacher pay rise and we have possibly over budgeted for the support staff pay rise by £5k. 		
9. Pupil Premium	<ul style="list-style-type: none"> • CC will send out the Pupil Premium report. 		
10. Sports Premium	<ul style="list-style-type: none"> • CC discussed how we have spent the 22/23 funding and how we plan to spend the 23/24 funding. 		
11. Income from Sharsey update	<ul style="list-style-type: none"> • LR discussed the income received from Sharsey and confirmation was distributed via the committee prior to the meeting. • LR has planned for reoccurring bookings. • CC thanked LR and JP for all their hard work. 		
12. Staffing update	<ul style="list-style-type: none"> • Staffing update was discussed. Jayne Gutwin retiring. 		
13. Premises update	<ul style="list-style-type: none"> • Discussion about the dry rot in red class. JP is still in the process of getting quotes from various companies. If the cost is over £10k Barnet will consider paying for the repair. 		
	<p>Date of next meeting: Wednesday 24th January 2024 @ 6.30pm via Zoom</p>		