

DEANSBROOK INFANT SCHOOL
Finance and Premises Committee Meeting
Wednesday 19th October 2022 @ 6.30pm via Zoom

Members

Jade Cheung - Chair (Co-opted Governor)
Carole Catley (Headteacher)
Lisa Roberts (SBM)
Julia Hutton-Squire - Secretary (Co-opted Governor)
Hugh Rayner (LA Governor)
John Parnaby (Staff Governor)
Shabaz Dar (Parent Governor)
Rajan Rajput (Parent Governor)
Roshi Klair (Parent Governor)
Nikki Simon (Co-opted Governor)

Finance

1. Apologies for absence
Shabaz Dar

2. Minutes of previous meeting held on 11.05.2022

CC presented the minutes from the previous meeting and provided an update on the following actions:

Action: CC: we will check if we can claim that – Completed - Caretaker's house is Band E, so not eligible.

Action: CC to prepare 3 year recovery plan – Completed - issued to the Borough

3. Matters arising
N/A

4. Terms of Reference 2022
These were reviewed and approved.

5. Appointment of Chair / Secretary
Jade appointed as Chair, Julia as Secretary

6. Declaration of Business Interests
None

7. Budget
 - Quarter Forecast

Rajen: How are the costs of catering handling the cost of living increase?

CC: The new caterers have given us a fixed price for the year and seem very good so far.

CC: The cost of paper has doubled. We budgeted £1000 which is usually sufficient, but it has doubled in price.

Rajen: Where does PTA funding go?

This year the PTA has donated £900 to Subject resources, £500 to library books, £800 to Science week and £400 to the Writing Shed.

Rajen has offered to come to events where we are recruiting new children to the school.

CC to organise another Open Morning for prospective parents.

CC noted that the school has replaced a number of the children's laptops, and an electronic whiteboard.

HR asked whether we have had any feedback from the Borough on our plan or budget. CC said we have received no feedback yet.

Rajen congratulated Mrs C on her careful management of the budget under difficult circumstances.

8. Staff salary increases

CC explained that Support staff are all receiving £1925 (pro rata) backdated to April 2022.

We had factored 1.5% provision for Performance Related pay increases, but had not anticipated the flat increase to everyone. This is the primary reason for the budgetary position worsening.

For teachers we had provisioned a 3% increase backdated to April '22. In the event the increase was greater but only backdated to Sept'22.

9. Pupil Premium

CC stepped through how this funding is spent. In particular she drew attention to the positive impact of the ELSA scheme.

Each ELSA sees 2 children per week. The teachers and parents say that this is helping the children's self-esteem, and this has helped to get children back into the classroom. Nikki gave an example of a child who had been struggling to come into school, and is now able to attend regularly.

CC also walked through the improved outcomes after the Language Enrichment and Talk Boost.

HR: Do we have any Looked After Children in school? CC: No, we don't have any currently.

10. Sports Premium

Roshi: Are we replenishing PE resources appropriately?

CC: When we first got this grant we used it for training teachers to improve the skills of the staff, but we are now focused on ensuring that we have the right resources.

11. Tutoring Grant

Last year we had to pay 25%, this year we have to pay 40%. If we continue to do this next year we will have to fund 75%. This children who did this last year made significant progress.

12. Staffing update

2 MTS resigned because they had found Teaching Assistant roles elsewhere. We are recruiting one replacement.

Miss Capaldi returned 3 days per week from mat leave.
Mr Lu has been employed by the Junior School, but he has agreed to run a Music Club after school once per week at the Infant School.

Premises

13. Premises Update

Date of next meeting: Thursday 24th January 2023 @ 6.30pm via Zoom