

DEANSBROOK INFANT SCHOOL
COMMITTEE: Finance and Premises **Date: 24th January 2025**

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	JC, CC, HR, JP, NS, NM, LR		
1. Apologies for absence	Jade Cheung		
2. Minutes of previous meeting held on 18.05.2023	<p>HR queried whether we still have fewer SEN children. CC explained that Caroline has been working to get EHCP paperwork in place quicker – the process seems to be quicker, a year not 18 months. We now have 7 across the school. Also EHCPs are graded, and the grade determines the funding</p> <p>Minutes agreed</p>		
3. Mattes Arising	None		
4. Budget Update	<p>Action: Consider academisation. Action completed: Academisation considered at eytra-ordinary GB meeting</p> <p>We received the funding for the redundancies. We have had to absorb the Pension Strain, but this was a one-off.</p> <p>We have had some staff sickness hence increased cost of agency cover. We had long term sickness with a teacher last term.</p> <p>Lettings are going well. HR asked whether there is a burden on staff (Mr Parnaby). JP responded that it's running very smoothly. CC noted that this is down to Lisa's hard work in organising the lettings.</p> <p>CC noted that there had been a question over whether the damage done to the door would be covered by insurance and the answer is yes</p>		

	<p>JHS asked why Water and Sewerage has doubled. CC explained that last year it was very low because there was confusion with the water company (Castle Water), with their billing – they kept adjusting the bills, but once resolved it turned out that we were behind and we owed them money. This is a one-off aberration.</p> <p>CC noted that similarly the electricity cost was higher than budgeted.</p> <p>JC asked about the increase in National Insurance contributions. CC said that this year the LA has paid for it, but from April schools will have to pay the additional cost from their budget. CC noted that the cost of the NI increase will wipe out the increase in schools funding</p> <p>We also overspent the capital budget as a result of upgrading the telephone system across the school (which was a one-off cost) Rainbow After School club – we put the prices up in October, and this is breaking even.</p> <p>Action: CC to look at the cost of the Breakfast Club and circulate to the committee. Average 6 – 7 children/day.</p>		
5. Benchmarking	<p>Garden Suburb are very similar to us (2 form entry, free-standing Infant school) We compared the 4 schools – no significant anomalies that cannot be explained (e.g. Brookland has a swimming pool, which it rents out)</p>		
6. Pay Policy	<p>CC walked through the updates. The size of the school has changed from 3 to 2. Moving back to the same Upper Payscale approach (i.e. 3 levels) in line with the LA. The committee approved the updates.</p>		
7. Lettings Update	<p>Already covered in Matters Arising</p>		
8. SFVS	<p>The Committee walked through the draft form, adjusting the wording in some places to reflect the deficit budget position</p>		
9. Staffing Update	<p>During the staffing restructure 3 members of the support staff took Voluntary Redundancy, and we also lost a MTS. Emily Smith has moved to Leeds with her family (she was also our Maths lead). One member of staff going on mat leave in April. Mrs Bharadia is in the process of training for adoption so will be taking adoption leave,</p>		

	Megan Bernard is going to work for the NHS. Expecting to be recruiting for Sept.		
10. SEND funding	SEND funding. One of the GB is working to raise money for the SEN children and has asked for a QR code to be set up so she can solicit donations more easily.		
11. Premises update	Our electronic gates have gone wrong a few times. HR asked which part is failing, and whether we should replace rather than repair. This would be more expensive so not financially viable as the gates are now 15 years old. We've had a few boiler repair expenses. Council is funding refurbishment of the nursery toilets.		
	Date of next meeting: Wednesday 21st May 2025 @ 6.30pm at Deansbrook Infant School		