

THE JOHN OF GAUNT SCHOOL
Minutes of the Resources Committee Meeting
Monday 18th June 2018

Time: 5.30 pm
Place: CLC
Present: Toby Corden (chair), Andy Williams, Mike Gunston, David Whewell, Liz Summerson, Jo Trigg, Eleanor Shergold (Clerk)
Advisers: Ellie Green, Nigel Reeves
Apologies: Matt Doughty, Pete Gear

Agenda Item	Actions Agreed	Who
49/18	AW to send electronic version of sign writing to NRE	AW
50/18	To check if the business continuity plan needs to be added to the website	MGU
51/18	Staff survey to be circulated to governors	MGU

45/18 Apologies

Apologies were agreed and accepted.

46/18 Declaration of Business Interests

Governors were reminded to declare business interests as necessary.

47/18 Minutes and Matters Arising

6/18 - NRE confirmed no changes are needed to recording of the school fund

22/18 - Fire protection will be addressed through the 4 year plan for CIF bids

The minutes of 14th May were signed as an accurate record of the meeting.

48/18 Premises

Site update -

- Dunston - five classrooms will be painted before the summer holidays and the corridor during the holidays
- New carpets will be fitted in D13, D11 and D31 and the entrance foyer
- Chairs have been replaced in two classrooms already and three more sets have been ordered to furnish all Dunston maths classrooms
- Wingfield kitchen will be refurbished, making a huge difference to staff and visitors
- Wingfield girls' toilets will be refurbished to the same spec as Dunston. More modest repairs will be carried out to Gloucester toilets
- Boiler replacement – all quotes have been received – waiting on quotes for installation
- Gates – the main gates have been repaired and are currently working
- Orders have been placed for risk assessments and inspections - i.e. Legionaries R/A and water tank samples, Asbestos Inspection, Wingfield tiered seating, PAT testing - more to follow over the next few weeks

CIF bids – consultancy firm will work through the two areas agreed at last Resources for tendering in the autumn.

Temporary building – damage to exterior reported to committee. Governors asked if this is merely cosmetic – MGU/NRE the condition of the building is not great.

Gloucester corridor - £7k quoted previously to paint the corridor. MGU advised governors to revisit this at some point. Governors said that there would need to be clarity as to whether this would then mean that it needs to be painted annually.

49/18 Finance

Budget monitoring report

Circulated in advance of the meeting.

Income -

- The LA has reduced devolved exclusion funding by £30k

- Catering is likely to come in under budget
- Projecting £70k more than original budget

Expenditure -

- NRE highlighted variance in cover supervisor costs

Governors asked for clarification on the overspend on staff advertising. NRE explained. JOG has signed up with TES until 31/8/19 for unlimited advertising.

Governors asked about the reduction in devolved funding. MGU has followed this up with the LA and is waiting on a response. MGU asked if the LA honours the school's original funding if JOG should stay in the SLA. Governors agreed that this would be a sensible way forward.

Revenue balance carried forward - £1.1m. The school is in a good position.

Draft Budget 2018/19

The 5 year plan gives a strategic overview.

2018/19 - in year deficit - £135k. £960k projected cumulative carried forward for 2019/20.

The picture stabilises further as student numbers are projected to rise. NRE said that there are a few unknowns such as the teachers' pay award on 1st September and the teachers' pension contribution review was deferred to April 2019.

Governors asked about confidence levels re the projected rise in student numbers. Planning for use of school space was also highlighted. MGU said that there have been 1300 students on roll relatively recently.

The budget will go to full board for ratification in advance of the 31st August deadline for submission.

MGU made governors aware that timetabling may necessitate the need for an additional teacher.

Benchmarking Report

Circulated for governors' information. Monahans picked up on low bank interest - this had already been actioned at the previous Resources meeting.

FCAR

Notes of recent visit still to arrive. Scope of visits for 2018/19 circulated for governors' information. Scope determined by the new academies financial handbook and the service JOG purchases from the LA.

Minibus Lease

New minibuses will arrive at the end of August. Signwriting to be confirmed.

Action - AW to send electronic version to NRE

AW

IT Update

NRE updated governors on the progress of replacement pcs. A wireless survey of the site will be carried out before further computers are purchased. Governors agreed to this prioritisation of spending.

Catering Review Proposal

Engagement proposal circulated in advance of the meeting. After a time of discussion it was agreed that a full review of catering will be carried out.

NRE circulated information for governors comparing current FSM spend to 2016/17 (action from previous meeting).

50/18 Business Continuity Plan

Can be subject to audit and needs to be under constant review. LS proposed acceptance of the continuity plan, TC seconded the proposal. Communication in the event of an emergency was raised - how regularly and what will be communicated on the first day.

Action - MGU to check if this needs to be added to the school website

MGU

51/18 H/R

Staffing Update

Confidential item discussed.

Staff survey - had a lower response rate to the previous survey. Areas of strength and areas of development similar to 2017. IT and Safeguarding perceived as strengths. Perception of the school's appraisal system and quality of feedback staff receive on their performance is showing improvement. Facilities is still a concern but responses were more positive than the previous survey. Behaviour of students is still the key area of concern, although in comparison this was not highlighted by Ofsted. Perception of the school's extra-curricular provision shows a declining trend, perhaps an area for S&C to explore further.

Of the two main areas for improvement - behaviour will be picked up by PSK. MGU urged governors to ensure that they continue to be involved in this ongoing conversation. NRE will continue the process re site improvements via CIF bids.

Action - survey to be circulated to governors

MGU

52/18 AOB

There was no further business to discuss.

The meeting closed at 7.20 pm. Date of next Resources meeting Monday 1st October 2018

Signed: _____ Date: _____