

MINUTES OF MEETING

School: Lawrence View Primary and Nursery School
Meeting title: Combined meeting of the Business and Strategic Development Committee
Date and time: Monday, 29th March 2021 at 4:00pm
Location: Virtual

Membership
'A' denotes absence

A	Mrs L Lord (staff governor)
A	Mr K Evans
	Mr D Hill (chair)
	Mrs J Smith
A	Mr S Ufton
A	Mrs T Christian
	Mr L Johnson
	Mrs C Needham
	Mrs E McGrenaghan (headteacher)
	Mrs C Greasby (associate member)

In attendance Mr L Russell (clerk to the governors)

BC/15/21 Apologies for absence Action

Apologies for absence were received from Mr Evans, due to health reasons.

It was

resolved

that the governing body consent to this absence.

BC/16/21 Declaration of interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

BC/17/21 Budget Report

Governors heard that the budget reforecast took place last week. The budget is healthy, with a net surplus of about £154,618, which is more than had been forecasted in November. There has been more income from Covid grants, and there are items where spend is lower due to the pandemic, such as catering.

The headteacher said that a lot of this will be used on staffing and is forecasted to be used in the three year budget plan. There is however, uncertainty around how budgets will change and evolve over the coming time periods, especially in the wake of Covid.

There is some concern that is it quite a large surplus and justification of this needs to be made so that it is retained for use by the school.

There are temporary staff members and trainees, whose services have been invaluable and who the school may wish to retain.

The chair said that the large surplus is something to keep an awareness of in setting the following year's budget.

BC/18/21 School Budget and School Fund Audit Report

Governors were presented with the 2021 – 2022 school budget.

It was noted that in projecting future budgets the surplus amount carried forward does quite quickly drop away.

The headteacher said that in two to three year time the school will possibly have to accept that we cannot continue to be as fully staffed as the schools currently is. The current staffing complement may not be able to be sustained in the long term.

Governor challenge: What about spending on other resources besides staffing?

We are quite well resourced and have spent quite a lot on IT and science and are in a comfortable position as a school. There is quite a lot of underspend which is due to not using certain pots of money. There is funding available if it is decided to do a large scale project.

Governor challenge: Do we need to spend more on maintenance?

As a new build this is still minimal. The huts are having a proper floor put down, and there are some jobs that can be done but nothing major at this stage.

Governor challenge: How have we spent on catering?

The catering money comes in and goes out again. Free breakfasts we do now pay for from the school budget, but the budget can withstand this. These types of extras are the things that we could lose in time as the budget contracts.

Governor challenge: Are there any areas where the school is wanting at present?

No, school is a very comfortable position.

Governor challenge: Have the laptops lent to families come back in?

Yes, they have been returned. Just one came back broken out of 50 that were loaned out.

Governors **approved** the budget for financial year 2021-2022.

School Fund Audit

The school fund was audited last June, and but because of the focus on the Covid-19 response, was not approved by governors. The only transactions since are small interest payments.

Governor challenge: Are we closing the school fund account?

It has been decided to keep it for future use, although most transactions go through the main school budget.

A governor queries a date on the document of 2013. It was confirmed that this is a NCC template document and that date relates to when the template was produced.

Governors **approved** the school fund audit.

BC/19/21 Any Other Business

Governor challenge: How is everything else in school currently?

All is good; there no other big issues, and children are settling back in well.

Chair asked that governors' thanks be passed to children for a splendid art exhibition.

Governor challenge: How is the reading project going?

It has now come to an end but has been well received and some of what has been examined will be incorporated into general school life.

GB/20/21 Determination of confidentiality of business

It was

resolved

that all papers and reports be made available as necessary.

The meeting closed at 4:30pm.

Signed (chair) Date