



Governors (*not present)		
Tim Jervis ('TJ')	Parent Governor (Elected)	30 April 2020
Chair of Governors		
Ammar Ahmed ('AA')	Foundation Governor LDBS	13 Jan 2023
Vice Chair of Governors		
Allan McLean ('Headteacher')	Headteacher	Ex Officio
Robert Nesbitt ('RN')	Parent Governor (elected)	30 April 2020
*Nikola Novčić ('NN')	Foundation Governor LDBS	30 June 2023
Jenny Lupa ('JL')	Foundation Governor PCC <i>St John At Hampstead Church</i>	8 Jan 2021
Rev Jeremy Fletcher ('RJF')	Incumbent of the St John At Hampstead Church	Ex Officio
In attendance		
Evelina Hinovska-Barbier	Elected Parent Governor -from 1/5/20	
Monwara Sikder ('SBM')	School Business Manager	
Emma Ingles (DHT)	Deputy Headteacher	
Lyn Stanton ('Clerk')	Clerk to the Governing Body	

Actions this meeting		
4.1	<i>EHT to ensure that swimming attainment is included on the website- Statutory requirement; website to be updated with data from the school year to July 19.</i>	<i>EHT</i>
10.4	<i>Policies for online scrutiny and approval (when available)</i> <ul style="list-style-type: none"> ▪ <i>NQT Induction Policy; carried over</i> ▪ <i>Complaints- Clerk to source best practice LDBS template</i> 	<i>Clerk/EHT</i> <i>Clerk/EHT</i>
4.2	<i>Outturn and Budget 2020/21 Recommended to the FGB</i>	<i>Resolved</i>
4.3	<i>3-Year Budget Recommended to the FGB</i> <i>3-Year budget bulge class income loss mitigation- next meeting agenda item</i>	<i>Resolved</i> <i>Clerk/SBM</i>

Resources		
1.	Opening Prayer – the EHT opened the meeting in prayer.	
2.	Welcome and introductions	
2.1.	<u>Apologies for absence</u> – Apologies had been received in advance from NN and these were ACCEPTED.	
2.2.	<u>Declarations for interest or revisions to the register</u> - There were no declarations made against items on this agenda, nor revisions to the register.	
3.	Resources-	
3.1.	<u>Minutes of last meeting</u> - The minutes were AGREED to be a true and accurate record of accounts and would be signed by the Chair at the next physical meeting.	
3.2.	<u>Urgent matters arising-</u>	
	<i>Action list last meeting</i>	
4.1	<i>HT to ensure that swimming attainment is included on the website</i>	<i>EHT</i>

	The Clerk noted that this was a statutory requirement. Due to the disruption in pupil education this school year the website would be updated with data from the school year to July 19. Action EHT	
5.1.3	3-year budget	On agenda
7.1/7.4	Boiler update / LED Lighting	On FGB agenda
7.6	Health and safety walk by link Governor	On FGB agenda
9.2	3 year staff sickness trend for comparison Due to Covid 19, this data was unlikely to prove useful and action closed	Closed
10.4	Policies- <ul style="list-style-type: none"> ▪ NQT Induction Policy; carried over ▪ Complaints- Clerk to source best practice LDBS template Carried over-for online scrutiny and approval when available	Clerk Clerk

Evelina Hinovska-Barbier joined at 17.10, and was welcomed to her first meeting by the committee chair.

4. **Finance report (detailed 2020/21 budget discussion)-** the SBM reported.

4.1. Outturn- Governors noted a £19932 c/fwd

The SBM explained that the Covid issues had not impacted majorly on finances as whilst resources had been sent home, general curriculum costs were being saved and differences in staff salary to that predicted had been experienced.

Q A Governor ASKED about the situation regarding school meals? It was explained that Free School Meals (FSM) vouchers for £15/wk were paid for by the Government.

The EHT added that the School's annual contract to Caterlink was being honoured; a Chef and support were on site daily to provide food for key worker and vulnerable children who were attending school (currently 5 pupils) and any staff members.

Q A Governor ASKED if there had been any increased costs due to the partial closure?

- It was noted that Zoom had been made free for educational use.
- One TA had found alternative employment during this time and had left amounting to a significant saving.
- Swimming costs had been saved.

RESOLVED- Outturn was noted for information

4.2. Draft budget 2020/21 Governors reviewed the figures that had been circulated prior to the meeting.

Income-

£1.293M income was noted, with Pupil numbers increased to a full roll (as at October census, the bulge class had vacancies, these fully funded by the Borough).

- The Teachers pay grant had been included to end Aug, and a 2.75% increase last year had been included, however this was subject to changes in the Autumn pay agreement. *Potentially* an addition grant for pay and pension costs could be seen.
- Pupil premium reduced due to numbers.
- An Extended services buffer income of £20k had been included. Additional accumulated profit could be transferred as required due to some reserves. The EHT pointed out that this extended services income was treated as additional income, not to be relied upon. The extended service account audit was noted to be due at the end of the school year.

Expenditure-

- Changes to staffing from April were noted- one DHT, working at St Lukes had been appointed to post as HoS and therefore had been moved off the HPS staffing list and budget. One DHT in post had been seconded to another local school, charging from 1 April. A maternity leave from September was noted and cover had been recruited.
- A number of staff members would move threshold this year, resulting in an additional £40k to the staffing bill. Salary was now at 84% of budget, an increase from 82% from last year.

Q A Governor ASKED about specifics for this calculation- was it robust, for example did this include the seconded staff member? It was confirmed that this had been calculated with current staff in school. Income amount used, did not include the extended services income however the maternity leave salary had been included (insurance had been considered for maternity, but proved not cost effective to take out).

The EHT added that staff costs had reduced in real terms (by one DHT) this year. Costs for teaching staff was comparable with other schools, however staffing as a whole looked to be increased due to the high level of support provided by TAs (in each class).

- Catering; income noted to be slightly higher than expenditure.
- Swimming savings seen due to Covid 19 restrictions
- Shared SENDCO with St Luke's to continue, 1.5 days/wk
- Governors were mindful that net income from the PTA and class fundraising had been included.

Governors RECOMMENDED the 2020/21 budget as submitted, whilst reiterating an aim for staff salaries to maximise at 82% of total budget

- 4.3. The Three-year budget had been shared, and Governors reviewed. It was felt that impact of the bulge class completing would be seen in 22/23, which would require at least the reduction of one teacher and support staff. Governors requested that this be reviewed at the next meeting to identify how the loss of bulge income could be mitigated

The 3-year budget outlook was RECOMMENDED.

Action Clerk/SBM- 3 year budget outlook, next meeting agenda item

5. **Staffing update-** The EHT reported.

- 5.1. Staffing for September-Two new teachers had been recruited, one teacher had given notice and a maternity leave cover as discussed previously. Two support staff were noted to be on agency contracts.

- 5.2. Well-being; Staff were reported to be missing the children, and were hoping to aid catch up and close gaps at the end of year. Staff had engaged with children on zoom and were moving towards use of Google classroom.

6. **Items deemed CONFIDENTIAL-** the Part 2 Resources minutes had been shared to the meeting and were AGREED with further comment and would be signed at the next physical meeting.

7. AOB- The Chair of Governors thanked Rob N for his time as a Parent Governor and excellent scrutiny he had provided as the Resources Committee Chair.

There being no further business this part of the meeting was closed at 17.55.

Attention turned to the FGB held immediately following.

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Signed by the Chair.....Dated.....

Date of next meeting; Resources Committee dates TBD 2020/21