

Barley Lane School Resources Committee Meeting 1 (Part 1 Minutes)

DRAFT

Date / Time:	12 th October 2016 at 16.00	Location:	Barley Lane School
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Attendees:	Initials:	Governor Type:
Mark Dye	MD	FOU (Chair)
Kevin Goodey	KG	COO

Attendees:	Initials:	Governor Type:
Michael MacCourt	MM	STH
Jacqui Dye	JD	PAR

Apologies:	Initials:	Reason:

Absent without Apology:	Initials:

In Attendance:	Initials:	
Kirsty Forbes	KF	Clerk
Anne Hannaford	AH	Associate Member

Minutes To:
Attendees
Website

Min. No.	Actions & Decisions:	Owner:	Date Due:
1/1.1	<p>Apologies & Business Interests No apologies were received and no business interests were declared.</p>		
1/2.1	<p>Minutes of the Meeting 06/07/2016 The minutes were agreed as a correct record and signed accordingly by the Chair.</p>		
1/3.1	<p>Monitor Budget The following points and questions were noted in relation to the budget monitor:</p> <ul style="list-style-type: none"> • MM explained that there are currently 66 pupils on role with several more to start in November. This should bring the average to 69/70. • AH advised that the forecast carry forward had been halved since last meeting. MD asked this was due to additional costs for supply staff. MM confirmed it was as well as external mentoring work to prevent exclusions. MM explained that he will be asking County to reimburse some of these costs. This has been agreed in principal but no amount has been discussed. AH noted that 50% of costs were reimbursed after the last claim. • MD asked AH what areas were most troublesome on the budget. AH advised that the spend on staffing and hire transport are the biggest costs to the school. MM advised that hire transport is still being used due to offsite vocational learning. Although the school have 2 vehicles of their own hire transport is still required on occasions. • JD asked what had happened with the pupil premium funding. AH explained that some of the money was moved over to cover TA costs. The remaining funding will be used for interventions but funds likely to be insufficient. • AH advised that mutual claims have been put in for those people who have been off sick which will mean the school get back 2/3 of the costs. • The budget monitor was forecast of 64 pupils on role so again more income will be added to the budget. MM noted that if the pupil numbers increase and BL need to recruit a full time teacher it would be possible to turn to the Local Authority for help with funding. • AH explained that £37,500 has been spent on supply staff since the new financial year although the original budget for the entire year was £25,000. MD asked it was likely the same amount would be spent in the second half of the year. AH thought it was likely. MD asked if would be better to spend the proposed £37,500 likely spend on an additional member of teaching staff who could undertake general teaching practices on a fulltime permanent. JD asked if the money for supply or additional teaching capacity would be dependent on the school getting in extra pupils. AH advised there would be nowhere obvious to take the money from. MD noted that school would have to find 		

	<p>another £37,500 for supply so it could find it for a teacher. JD also pointed out there was money to come back from reimbursements and additional pupil premium funding which will come with new students. MM noted that in order for the school to function safely they need the extra capacity.</p> <ul style="list-style-type: none"> • MD asked what the school would want the additional teaching role to incorporate. It was agreed that key skills would include teaching of English and Maths with PSHE and RE skills if possible. The person would also need to have a particular character to work in a difficult environment. The role would also need to be fulltime and permanent to attract good calibre candidates. MD asked what pay level would be advertised. MM was open to discussion on this as would depend on the experience, skills and character of each candidate. JD agreed the advertisement should read; salary negotiable depending on experience. With the deadline for teacher resignations being 31st October it was agreed that AH will post an advertisement ASAP for interview during half term. The advert will explain that the post is available due to the continued expansion to the school. • AH asked if a new cost centre could be created for children with complex needs to offset intervention services. The Committee were happy to agree this proposal. • AH advised that petty cash is still an issue as she is only supposed to reimburse staff that use debit cards. Some staff continue to use credit cards. The Committee asked that AH write to all staff from the Governing Body advising them that no further reimbursements will be made if purchases are carried out using a credit card. • AH noted that more money will need to be allocated to uniform as the school need to make sure all pupils are wearing the correct clothing. <p>FGB Minute 1/3.6 - AH explained that the phone contract situation is ongoing and SW Comms are now looking at switching the school to Vodafone. MM thought it would be better to buy out of the contract and move to another provider due to all the issues they have had with SW Comms.</p>	AH	ASAP
		AH	ASAP
1/3.2	<p>Staffing Review FGB Minute 1/3.6 – Additional capacity was discussed in minute 1/3.1. MM told the Committee that there are hugely talented LSAs at BL who he would like to retain. These LSAs are currently on temporary contracts and MM would like to offer them fulltime contracts. MM thought this might require the school to advertise the positions internally. MD and JD agreed that the school could not afford to lose these exceptional members of staff and asked AH to go ahead and advertise/recruit. The Committee agreed to move to Part 2. All staff left the meeting.</p>	AH	ASAP
1/AOB	<p>Any Other Business KG asked, in terms of expanding, what work would be required of him. MM advised that currently the school has additional capacity for this expansion and it will not require any extra work. MM noted that he would also like to look at the possibility of extending the nurture unit playground. This will mean the loss of some car parking but would give the pupils much needed outdoor space. Costs will come to the next meeting.</p>	KG	16/11/16
	Meeting Closed: 16.53		

Next Meeting:			
Date / Time:	16 th November 2016 at 09.30	Location:	Barley Lane School