

NEW END PRIMARY SCHOOL GOVERNING BOARD

Minutes of the meeting held at the school on Wednesday 8th May 2019

GOVERNORS:

Linda Davies (LD)– Chair

Karyn Ray (KR) – Headteacher

Helen Andrews (HA)

Susan Blake (SB)*

Stephen Buzzard,

Mirit Eldor (ME)

Nick Holt (NH) -Deputy Headteacher - Associate Member

Alan Girling (AG) – SBM - Associate Member

Michal Marion (MM)

Tony Millard (TM)

Bianca Mollura, (BK

Regis Peyraque (RP)

Stephen Stark (SS)*

Vassilis Zarifis (VZ)

*Denotes absence

OTHERS PRESENT:

Flossie Del Santo – Clerk

ITEM	MINUTES	ACTION
1	WELCOME AND APOLOGIES	
	The Chair welcomed the new Parent Governor and introductions were made. Apologies for absence were received in advance of the meeting from SB and SS. The governors accepted the absence of those not present.	
2	DECLARATION OF INTERESTS IN RESPECT OF ITEMS ON THE AGENDA	

	There were no declarations of interest.	
3	NOTIFICATION OF ANY OTHER BUSINESS	
	There were none.	
4	GOVERNING BODY STANDING ORDERS, SCHEME OF DELEGATION AND COMMITTEE TERMS OF REFERENCES	
	<p>The Camden Learning model Governing Body Standing Orders were reviewed by the Governors and would be adapted to the school.</p> <p>Action: KR to review the Governing Body Standing Orders and present to the next FGB meeting on 19th June.</p> <p>The proposal was made to include the Deputy Headteacher as an Associate Member of the Governing Body and to become a member of both the FSP Committee and the S&C Committee.</p> <p>It was agreed the Deputy Headteacher would become an Associate Member of the Governing Body and a member of both Committees and NH was appointed.</p> <p>It was proposed and agreed the School Business Manager would become an Associate Member and a member of the FSP Committee.</p> <p>The governors appointed the SBM as an Associate Member of the Governing Body and a member of the FSP Committee.</p> <p>The FSP Committee Terms of Reference and Committee Scheme of Delegation had been reviewed by the FSP Committee who recommended for approval by the governing body. The Terms remained the same as the previous year with the addition of AG and Nick becoming Associate Members on the Committee. The Committee Scheme of Delegation was based on the Camden Learning model Scheme of Delegation adapted to the school.</p> <p>The Governors approved the FSP Committee Terms of Reference and the Committee Scheme of Delegation.</p> <p>The S&C Committee Terms of Reference had been approved at the Autumn Term 2018 Governing Body meeting. It was recommended the Terms be changed to include the number of governors to form a quorum at meetings was 3 and the DHT would become a member of the Committee. MM the new Parent Governor would also join the Committee.</p> <p>The Governors approved the changes to the S&C Committee Terms of Reference.</p>	KR
5	APPROVAL OF 2019-20 BUDGET	

	<p>The 2019-20 Budget report was circulated and reviewed by the Governors.</p> <p>The Chair of the FSP Committee reported to the governors the Committee had met on the 3rd April and had reviewed the budget in depth and recommended it to be approved by the Governing Body.</p> <p>A review of staff costs during 2018-19 and the following reorganisation had supported the carried forward figure of £168,000 to 2019-20. The LA would not seek to claw back the surplus as it would be used to balance future budgets, which would be confirmed when the 3year Plan was completed.</p> <p>The SBM noted:</p> <ul style="list-style-type: none"> • The budget ran from April to March and for the not the academic year, • the budget headings were in the majority the same as the previous year, • the vast majority of income the school received was based on pupil numbers at around £4,600 each child, • the additional income expected to be received was noted for the SEN Funding, Pupil Premium and Primary Sports Funding, • the income generated by the Nursery top up of additional 15 hours was expected to increase. <p>Increases in income from lettings of the school premises in 2019-20 would minimise the falling roll.</p> <p>The Headteacher reported there may be additional children coming to the school as a proposal had been made to the parents of St Aloysius to close from December 2019. This was due to their year on year falling roll and substantial repairs required to the school buildings.</p> <p>Many schools were struggling to set a balanced budget in 2019-20. Camden had agreed schools could set a deficit budget this year, as long as they submit a 3-year budget Plan showing how the money would be repaid.</p> <p>The Chair noted some schools were capping the numbers in Reception 2019 to avoid the need to open partial classes, she confirmed the 2019 Reception Classes were expected to be full in September, with 60 offers made, and a number on the waiting list. The Governors agreed this was good news compared the to numbers in the previous year of 42.</p> <p>The governors discussed staff morale and their wellbeing would be supported by the 2019-20 budget which kept a similar staff team with no proposed redundancies. The Staff Governor recommended informing the staff of this as discussions at the Inset Day in the Autumn Term had worried many about future staffing levels.</p>	LC

	<p>Action: The Chair to inform Staff the 2019-20 Budget was approved by the governing body and the staffing levels were the same.</p> <p>The 2019-20 budget ensured the school could explore a number of new strategies including teaching and learning and attracting more pupils to the school. The governors were reminded they too were ambassadors at the for the school.</p> <p>The governors questioned additional income in 2018-19 had been estimated as £1k but the actual income was £88,000. AG confirmed the majority of this was NESA funding for the playground development, Science Week and History Day. The 2019-20 budget would include a breakdown of new income codes to more effectively monitor income streams received.</p> <p>Letting in the future were noted as the Hampstead German school were interested in using the school every Saturday £15,000/year.</p> <p>The Marketing Policy was being developed to increase letting opportunities from the Autumn Term. The school would not be let over the Summer due to internal and external works being scheduled. MM suggested the Ballet School may want to use the hall in the future. The FSP Committee would review all income streams including parental contributions.</p> <p>The governors noted the costs in 2019-20 were expected to increase by 6-7% with LA funding only increasing by 3%. The Fair Funding Formula was also expected to impact the school as London schools were expected to receive less funding</p> <p>The governors approved the 2019-20 Budget and it would be signed by the Chair and submitted to the LA by 31st May.</p>	
6	DATES OF FUTURE MEETINGS	
	<ul style="list-style-type: none"> Resources Committee Meeting –Monday 1st July at 3:30pm S&C Committee 6th June 6:30pm Summer FGB Meeting - Wednesday 19 June at 7:15 p.m. 	
7	ANY OTHER BUSINESS AS NOTIFIED IN ITEM 3	
	There were none.	
8	ANY CONFIDENTIAL ITEMS FOR CONSIDERATION	
	Covered under Confidential minutes.	

The Chair thanked those attending and closed the meeting at 8.40 p.m.

Signed: _____ Date: _____

Linda Davies, Chair of New End Primary School Governing Body