



## NEW END PRIMARY SCHOOL

### MINUTES OF THE FULL GOVERNING BOARD MEETING HELD at NEW END PRIMARY SCHOOL

on Thursday 18 May 2023

Members (*Absent)		<b>Name</b>	<b>Post</b>
	<b>HA</b>	Helen Andrews	Chair, Co-opted Governor
	<b>VZ</b>	Vassilis Zarifis	Co-opted Governor, Chair of Resources Committee (arrived at 19:15)
	<b>HT</b>	Karyn Ray	Headteacher, Ex-Officio
	<b>KR</b>	Kimberley Ridgeway	Staff Governor
	<b>SS</b>	Stephen Stark	LA Governor
	<b>AG</b>	Alan Girling	DHT, Associate Governor
	<b>JB</b>	Juliette Bearman	Parent Governor
	<b>CL</b>	Catherine Levin	Co-opted Governor
	<b>PQ</b>	Philip Quinn	Co-opted Governor
	<b>AC</b>	Andreas Christodoulou	Parent Governor
	<b>JC</b>	Jane Crispin	Co-opted Governor
	<b>Clerk</b>	Carol Murphy	Clerk, Camden Learning
	<b>NH</b>	Nick Holt	School Business Manager

ITEM	BUSINESS ITEM	ACTION
<b>1</b>	<b>WELCOME AND APOLOGIES</b>	
<b>1.1</b>	The Chair welcomed to the meeting and introduced Jane Crispin (KR) as new Co-opted Governor.	
<b>1.2</b>	All Governors were present	
<b>2</b>	<b>NOTIFICATION OF ANY OTHER URGENT BUSINESS</b>	
<b>2.1</b>	<ul style="list-style-type: none"> <li>Skills Work Visa (KR to leave for this item)</li> </ul>	
<b>3</b>	<b>DECLARATIONS OF INTEREST</b>	
<b>3.1</b>	<b>Conflicts of Interest in Respect of the Agenda</b> None	
<b>4</b>	<b>GOVERNING BODY MEMBERSHIP AND VACANCIES</b>	

<b>4.1</b>	<b>Vacancies</b> There was a discussion about recruiting to vacancies and the current challenges. The Chair advised she had spoken to a community representative (Linda Chung) to try to see if she was aware of any possible candidates. SS asked if this would be a political appointment and the Chair advised this was not the case.  PQ had asked at UCL Academy if anyone on their Board would be interested. It was agreed that this was most likely to work if there is a reciprocal arrangement.	<b>KR/SS</b>
<b>4.2</b>	<b>Membership</b> JC introduced herself to the Board and was welcomed by all.	
<b>4.3</b>	<b>Skills Audit</b> KR and SS to complete skills audit.	
<b>5</b>	<b>MINUTES OF THE PREVIOUS MEETING &amp; MATTERS ARISING NOT ON THE AGENDA</b>	
<b>5.1</b>	<b>Minutes of the meeting - Accuracy</b> The minutes of the meeting on 2 March 2023 were approved as an accurate record of the meeting.	
<b>5.2</b>	<b>Matters Arising</b> None	
<b>6</b>	<b>BUDGET</b>	
<b>6.1</b>	The budget papers were circulated in advance of the meeting. NH confirmed that they had been reviewed in detail by the Finance Committee.  NH reminded Governors as this is a deficit budget the Board is unable to approve the budget but can agree the budget prior to submission to Camden for their approval	
<b>6.2</b>	<b>Year End 22-23 Outturn</b> NH confirmed that the out turn is £145,070 deficit which is in line with forecast. PQ congratulated NH on the accuracy of the forecast.	
<b>6.3</b>	<b>Budget 23-24</b> NH highlighted the following: <ul style="list-style-type: none"> <li>All schools are receiving additional grant funding (school supplementary grant) for the next two years. It is then expected that this funding will be rolled into the main block funding thereafter</li> <li>The main school funding is capitation based and is an increase of .88% on 22-23 funding. This is challenging as it does not cover the inflationary increases. Income is slightly lower than previous year due to pupil numbers.</li> <li>Pay awards remain a major challenge. 3% has been factored into the budget and pay awards are likely to be higher. Previously the Government has separately funded the shortfall but it is unclear if this will happen this year. This therefore is a cost pressures, however every school is in the same position</li> <li>Staff Costs – the workforce at New End is very stable and experienced. This is positive but expensive. When vacancies arise where possible this will be looked at as opportunity to reduce costs</li> </ul>	

	<p><b>Questions</b></p> <p><b>Are teachers guaranteed an incremental payaward each year?</b> On Main Pay Scale (MPS) this usually happens, but it is not automatic moving from MPS to Upper Pay Scale (UPS) and is linked closely to performance.</p> <p><b>How far is the budget from returning to balance within the three years?</b> Updated three year budget still being updated but the budget will not be balanced in this timeframe (current estimate approx.. £85K deficit). NH advised that he was focussing on areas of the budget that he can influence to ensure best value and possible savings. The Finance committee are also focussing on this.</p> <p>NH explained that approx.. 87% of the budget is staff or utility costs.</p> <p><b>Does the school have more teachers/staff than is needed?</b> PQ advised that benchmarking data had been reviewed at the Finance Committee and this was not the case. The HT advised that the DHT is largely class based and she also teaches.</p> <p><b>Are Camden aware of the situation?</b> Yes they are and the school continues to work closely with them.</p> <p>VZ &amp; the Chair thanked NH for all his work as well as the work that went into the successful audit.</p> <p>The Board AGREED the budget to be submitted for Camden approval.</p>	
<b>7</b>	<b>CHAIRS ITEM AND ACTION</b>	
<b>7.1</b>	<p><b>Camden Partnership Statement (standing item)</b></p> <p>London Borough of Camden and Camden Learning have agreed a joint statement on partnerships between schools <a href="#">here</a>. Governing Bodies requested to discuss it</p> <p>The Chair advised that Camden were currently doing a briefing at the Governors Forum but it clashed with this meeting.</p> <p>There followed a discussion and the following issues were highlighted:</p> <ul style="list-style-type: none"> <li>• Agree with the principle of collaboration but needs to be practical</li> <li>• There are no obvious partners for New End currently</li> <li>• Change requires investment, both in terms of time and resources</li> <li>• Camden are developing a toolkit to support schools</li> <li>• Executive Headteacher model is more driven by challenges in recruiting Headteachers rather than financial efficiencies</li> <li>• Challenge to cooperation is that schools are currently in competition for children, particularly in Camden which is a potential barrier to collaboration</li> </ul> <p>It was agreed that the Board would keep a watching brief and return to this termly as an agenda item.</p>	
<b>8</b>	<b>POLICIES FOR APPROVAL</b>	
<b>8.1</b>	None	
<b>9</b>	<b>GOVERNORS MONITORING, DEVELOPMENT AND TRAINING</b>	

<b>9.1</b>	Annual Governor Conference to be held on Saturday 20 <sup>th</sup> May 2023 – see slides for details and book via Governor Hub <a href="#">here</a>	
<b>9.2</b>	<b>Training Undertaken</b> The Chair and CL attended Camden Learning Safeguarding Training.	
<b>9.3</b>	<b>Governor Visits</b> CL attended in preparation for the finance audit. She advised that her findings were very positive. NH confirmed that the audit went well and are awaiting report. The Chair confirmed that she had carried out a employment record audit.	
<b>10</b>	<b>FORWARD PLANNING/DATES OF FORTHCOMING MEETINGS</b>	
<b>10.1</b>	<b>Remaining FGB meeting dates for 22/23</b> <ul style="list-style-type: none"> <li>6 July 2023</li> </ul> All meetings are on Thursday and start at 7pm and will be held at the school.	
<b>10.2</b>	The <b>Standards and Curriculum</b> meeting will take place on <b>21 June</b> .	
<b>10.3</b>	Farewell party for Linda Davies will take place in June. Date to be confirmed.	
<b>10.4</b>	Dates for 23/24 will be set prior to the FGB on 6 July.	<b>Clerk/Chair /HT</b>
<b>11.</b>	<b>ANY OTHER URGENT BUSINESS</b>	
	None	

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Chair of New End Primary School Governing Body**

Ref.	ACTIONS NOTED IN THE MINUTES 18 MAY 2023	Who	Completed
4.3	Skills audits to be completed	KR/SS	
10.4	Dates for 23/24 meetings to be agreed	Clerk/Chair/HT	Completed



