

Lindale CE Primary School

MINUTES

Finance and staffing meeting
Monday 30 October 2017 at 4.00 pm

Agenda item		Action
1	<p>Attendance Paul Bond Helen Churchill - Chair Sarah Coleman Heather Keating - Clerk Bill Wearing Wendy Wood</p>	
2	<p>Apologies None</p>	
3	<p>Declaration of interests PB – Castle Head Field Studies Centre HC – supply teaching</p>	
4	<p>Minutes of last meeting The minutes of the last meeting held on 12 June 2017 were approved and agreed.</p>	
5	<p>Matters arising not on the agenda WW reported that she has attended a fundraising course and gave a brief update to governors regarding options.</p>	
6	<p>Election of chair and vice-chair HK asked if there were any nominations for the role of chair. HC informed governors that she would be willing to stand for a further year. No further nominations were received. A proposal was made by PB, seconded by BW to re-elect HC as chair – all in favour.</p> <p>PB informed governors that he would be willing to stand as vice-chair for a further year. A proposal was made HC, seconded by BW - all in favour.</p>	
7	<p>Terms of reference The terms of reference had been previously circulated to governors. It was agreed to review the main purpose of the committee. Confirmation was sought regarding the reference to ‘private school funds’.</p> <p>Governors asked to forward updates to HK and the ToR will be re-issued for the next meeting.</p>	All 15/01/18
8	<p>LLE role SC informed governors that she has been nominated as a Local leader of Education (LLE) following interviews with representatives from CASL and SLRP. This role is perceived to be very good by the LA.</p> <p>SC has been asked to provide support to Selside, covering the Head’s absence, currently one day per week for which re-imburement is given to Lindale school. She explained that there is a potential to increase the number of days at which time it would be necessary to consider cover for her teaching time (Mon/Tue/Wed mornings). Governors emphasised that excellent teaching standards should be an essential recruitment</p>	

		requirement. It was also agreed that there should be a designated person in charge on the days when SC is at Selside. All governors gave their full support to SC in this role. SC will update when further information is known.	
9		Budget <ul style="list-style-type: none"> • High needs funding <ul style="list-style-type: none"> ○ A child left July ○ Funding was retained until the end of August ○ One month's notice was given to the TA • Qtr 2 figures were circulated by WW <ul style="list-style-type: none"> ○ Adjusted for high needs reduction as above ○ Premises – slight increase ○ PE funding has been increased <ul style="list-style-type: none"> ▪ suggestion to get more coaches in ▪ WW/SC to also look at Awards for all funding and complete the application form • CPD training budget set at £500 <ul style="list-style-type: none"> ○ Enable all governors to access training events throughout the year provided through Cartmel peninsula forum and CCC 	WW/SC 15/01/18
10		Class arrangements 2017-18 No change.	
11		Staffing No change to staffing. Two student teachers are currently on extended placement with the school, 3 days per week plus block teaching practice.	
12		Nursery provision Pre-school is now providing breakfast club. This has incurred an increase in their insurance and the school has been asked to contribute to this. Governors discussed this request and it was suggested that a breakdown of all school house income and expenditure be considered before a decision is made.	WW 30/11/17
13		School house Work to the window has not yet been completed but once done another room will be available for use.	
14		Pupil premium <ul style="list-style-type: none"> • No PP at moment • 1 adoptive from care • Possible start with parent in armed forces 	
15		Date and time of next meeting Monday 15 January 2018 at 16:00	

Item	Mtg	Date	Action	Owner	Date	Status C/O
67	F&S	30/10/2017	All fs c'ttee members to update ToR & forward to HK	All	15/01/2018	O
68	F&S	30/10/2017	WW/SC to complete Awards for All application	WW/SC	15/01/2018	O
69	F&S	30/10/2017	WW to produce breakdown of school houses inc/exp	WW	30/11/2017	O