

Lindale CE Primary School

MINUTES

Finance and staffing meeting
Wednesday 3 May 2017 at 4.00 pm

Agenda item		Action
1	<p>Attendance Paul Bond Helen Churchill - Chair Sarah Coleman Heather Keating - Clerk Wendy Wood</p>	
2	<p>Apologies Bill Wearing</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 15 February 2017 were approved and agreed.</p>	
5	<p>Matters arising not on the agenda</p> <ul style="list-style-type: none"> • Photocopier <ul style="list-style-type: none"> ○ Current contract is a service agreement but this will terminate due to age of the machine ○ Need to lease a new machine but expected that overall costs will not increase ○ WW has received quotes, 1 still to come in • Special needs provision <ul style="list-style-type: none"> ○ Now been allocated to the end of the financial year ○ Query over one element of additional funding for T • Website fully functional 	
6	<p>Budget WW circulated copies of proposed budget – 3 options:</p> <ul style="list-style-type: none"> • The 16-17 outturn figures have resulted in a year-end balance of £14,709 • Year-end balance to be carried forward • Staffing <ul style="list-style-type: none"> ○ Budget 1 – staffing as current year ○ Budget 2 – increase in staffing ○ Budget 3 – as contracted <p>Governors discussed the three options in detail considering staffing and class structures.</p> <p>SC proposed that budget 1 be submitted and if the nursery provision increases it will be reviewed. All agreed. The 3-year budget plan will be submitted by the end of May.</p> <p>PB raised the question of whether we should be looking for someone with expertise in fundraising and sourcing grants. This will be considered for future governor recruitment.</p>	

7	<p>Nursery provision</p> <p>Several meetings have been held regarding nursery provision - TH, HC, SC and CD. Grange Now have agreed to include an editorial which TH has written. This will appear in next month's issue for Grange, Windermere and Ulverston.</p> <p>Leanne has produced an A4/A5 poster and 1000 copies will be printed for distribution throughout surrounding areas.</p> <p>KL has been to a meeting this week and the feedback is that most schools will offer nursery provision.</p>	
8	<p>Staffing</p> <p>Extensive discussion took place regarding staffing for next year, subject to numbers. This year SC has been working with Y2/3 and Year 4/5/6 but this is not ideal and would be better with one teacher working throughout the week or a job-share.</p> <p>The number of classes was considered and whether we continue to try and retain 3 classes. SC presented the options for class structures and associated numbers.</p> <p>SC will develop further and present in detail – all agreed. A meeting will be held for parents in preparation for a September start.</p>	SC
9	<p>School house</p> <p>Work has been completed during the Easter holidays. It was agreed to explore setting up a trust fund.</p>	
10	<p>Pupil premium</p> <p>The current report is on the website. There are very few children who attract pupil premium. One pupil is expected to do very well at end of KS 2 this year.</p>	
11	<p>Date and time of next meeting</p> <p>Wednesday 7 June 2017 at 4.00 pm.</p>	