

Lindale CE Primary School

MINUTES

Finance and staffing meeting
Tuesday 2 October 2018 at 16:30

Agenda item		Action
1	<p>Attendance Helen Churchill - Chair Sarah Coleman Heather Keating - Clerk Bill Wearing Wendy Wood</p>	
2	<p>Apologies Paul Bond</p>	
3	<p>Declaration of interests PB – Castle Head Field Studies Centre</p>	
4	<p>Minutes of last meeting The minutes of the last meeting held on 24 May 2018 were approved and agreed.</p>	
5	<p>Matters arising not on the agenda</p>	
6	<p>Election of Chair and Vice-chair PB was elected chair and HC vice-chair.</p>	
7	<p>Terms of reference Reviewed and agreed.</p>	
8	<p>Policies</p> <ul style="list-style-type: none"> • Charging and remissions – reviewed and agreed for a period of 3 years • Governors’ allowances - reviewed and agreed for a period of 3 years • Data Protection - HK to update • Freedom of information - reviewed and agreed for a period of 3 years <p>In line with GDPR it was agreed that WW request that ex-year 6 children be removed from ScholarPack records.</p>	
9	<p>Budget The budget was circulated for review. The shared headship arrangement was discussed and it was agreed that the budget be updated when this is finalised and re-submitted.</p> <p>WW reported that she has been looking at the cost of paper towels and the financial costs of replacing with hand dryers and/or towels. It was agreed that these be replaced with towels.</p> <p>SFVS to be an agenda item at the next meeting.</p>	<p>HK 15/01/19</p>
10	<p>Staffing SC gave an update:</p> <ul style="list-style-type: none"> • Karen Watson is currently on a 0.6 FTE NQT contract for 12 months • Rose Campbell is on a FT contract supporting a child with a statement 	

	<ul style="list-style-type: none"> • Sarah Coulston will be taking maternity leave from December • Anna Allen has started as an apprentice – SC will speak to Kendal College regarding funding <p>HC asked about staffing for 2019-20 going forward. SC confirmed there are 7 applications already for next year.</p>	
11	<p>Class arrangements 2018-19 No change</p>	
12	<p>Shared headship Full governing body approval was given at the meeting on 19 September 2018. Selside’s governing body are meeting on 3 October 2018. Jane Lees has provided example Memorandum of Understanding documents and SC has contacted the LA for a legal agreement. Subject to Selside’s approval on 3 October 2018 a meeting will be arranged for the joint governor group to discuss and produce a draft memorandum of understanding.</p>	HK 05/10/18
13	<p>Funding A sugar tax bid has been submitted to create a flat area outside for early years.</p>	
14	<p>Nursery provision There are currently 5 in nursery, all attending regularly.</p>	
15	<p>School house No updates.</p>	
16	<p>Pupil premium SC confirmed there are:</p> <ul style="list-style-type: none"> • No children with free school meals entitlement • Two previously looked after children • Small amount of funding received for forces children <p>The after school club provision was discussed and SC reported that numbers are growing. It was agreed that the apprentice could offer additional support.</p>	
17	<p>Date and time of next meeting Tuesday 15 January 2019 at 16:00</p>	