SCHOOL NUMBER 13010

LANCASHIRE COUNTY COUNCIL
GOVERNOR SERVICES

WALVERDEN PRIMARY SCHOOL

SUMMER TERM MEETING

MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD AT THE

SCHOOL ON WEDNESDAY 24 APRIL 2024 AT 6.00PM

PRESENT: Mr F Khaliq *(Chair for the meeting)*
Ms S Agar
Mrs R Bridges
Miss H Ahmed *(Headteacher)*

IN ATTENDANCE: Miss S Ghafoor *(Observer)*
Mrs A Bird *(Clerk to Governors)*

ACTION

R24.12 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Mr R Bashir, Mr P Berry, Mr M Osman, Mr M Renshaw and Mr M Stone.

R24.13 DECLARATION OF INTEREST

There were no declarations of interest.

R24.14 MINUTES OF THE LAST MEETING HELD ON 24 JANUARY 2024

It was RESOLVED that the draft minutes of the last meeting be accepted and signed by the Chair as a correct record on behalf of the Committee.

R24.15 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

R24.16 BUDGET MONITORING 2023/2024

Governors noted the previously circulated Financial Monitoring Outturn Report for the spring term.

- **Outturn Figure and Budget Monitoring**

The Headteacher advised that the outturn was slightly better than had been expected. There was money in the devolved formula capital (DFC) which would be used for I.T. for 2024/25. The Headteacher would send a breakdown of what has been used in planned prop to Mr. Khalik and would also send the prop statement.

R24.17 STAFFING UPDATE

The Headteacher circulated a staffing report.

Governors were advised that a member of staff was to retire and the Headteacher would advertise for a class teacher on main pay scale and would also advertise a TLR 2.1 internally.

The Headteacher also asked if she could advertise a temporary TLR3 which she could offer to staff for a particular project that was to be developed in the school. Governors agreed to the request and that it would be offered mid-point on the scale.

R24.18 BUDGET 2024/25

The Headteacher advised that pupil numbers were up and that they were anticipating 57 pupils in Reception but this would probably go up. Everything had included in the budget. The Headteacher advised that therapies had been reduced to £10,000 and that the school had not used them in the summer term so there had been a saving. The school had worked out what they needed for now and had also worked out what was working for children. The only thing the school needed extra for was money for accelerated reader which was around £8,000.

The Headteacher advised that the school was in a better position that had been expected.

The school had received a quote for a cleaning contract which was discussed.

Q - How many staff are cleaning at the moment?
A – There are two and the site supervisor is also doing some cleaning.

The Headteacher advised that she would get further quotes and would also contact cleaning support.

Governor agreed to the money for the accelerated reader program which would be £8352.30 for three years which saved the school just over £1000. The Headteacher advised that it was working well for pupils along with the star assessment and talk programs.

R24.19 PUPIL PREMIUM FUNDING

The Pupil Premium statement had been updated. The Headteacher advised that she had seen an increase in Pupil Premium children catching up. Governors noted there was a 30K gap between the original figure in the statement and what was shown in the budget. The Headteacher advised that more pupils in the school had become eligible and so would look at the figures again.

R24.20 PE /SPORTS FUNDING

The PE sports funding statement had been updated and circulated to governors.

R24.21 UPDATE ON BUILDINGS

Governors received a spreadsheet of work that had been undertaken> Governors asked that a running total of what had been spent be added at the end.

R24.22 HEALTH AND SAFETY MATTERS

- **H & S action plan review**

Governors received a health and safety report. Governors noted there was a list of what needed to be done on the final page of the document. The Headteacher advised there was an ongoing issue with air-conditioning units. The Headteacher was to look into the installation and get quotes.

R24.23 CONFIDENTIAL

There were no items deemed confidential, however, Governors were reminded of the confidential nature of some of the discussions.

R24.24 DATE OF NEXT MEETING

The date for the next meeting would be agreed at the full Governing Body meeting to be held on Wednesday 19 June 2024 at 6.00 pm.

CLOSING REMARKS

Miss Ghafoor was thanked for her work and attendance at the meeting.

There being no further business, the Chair thanked everyone for their attendance and continued support and duly closed the meeting at 7.05 pm.