SCHOOL NUMBER 13010

LANCASHIRE COUNTY COUNCIL
GOVERNOR SERVICES

WALVERDEN PRIMARY SCHOOL

SPRING TERM MEETING

MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD IN SCHOOL ON MONDAY 9 FEBRUARY 2026 AT 7:00PM

PRESENT: Mr M Stone *(Chair for the meeting)*
Miss S Agar
Mr R Bashir
Mr A Rehman
Miss H Ahmed *(Headteacher)*

IN ATTENDANCE: Mrs A Bird *(Clerk to Governors)*

PART A

The Chair opened the meeting and welcomed everyone.

ACTION

R26.01 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Mr R Ali, Mrs R Bridges, Mr F Khaliq and Mr M Osman.

R26.02 DECLARATION OF INTEREST

There were no declarations of interest in relation to agenda items.

R26.03 MINUTES OF THE LAST MEETING HELD ON 8 OCTOBER 2025

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.

R26.04 MATTERS ARISING

There were no matters arising from the minutes.

R26.05 STAFFING STRUCTURE AND ISSUES

Governors received a written staffing report from the Headteacher.

The Headteacher advised that two members of staff wanted to job share so there would have to recruit another class teacher. The Headteacher advised that they would be able to cover if needed.

R26.06 FINANCE ITEMS

a) Budget Monitoring

The Headteacher explained that there had been discrepancies in the original budget with the number of free school meal pupils being incorrect. Governors received a monitoring supporting document with comments at the end. The Headteacher advised that luckily, money for Education and Health Care Plan's (EHCP's) and new pupil numbers meant the school would be okay. The school was going to complain to school finance and Mr Khaliq was to write to them about their concerns. Mr Khaliq would circulate the letter to governors when it was done. The Headteacher advised that the cost of cleaning contract was higher than had been budgeted for. The Headteacher advised that they had not put enough money in for the catering contract. The Headteacher advised that for the maternity covers they had not allowed for the shared parental leave which the Headteacher advised she was quite annoyed about and had been under budgeted for by £55,000. Governors asked if this was now sorted and the Headteacher advised it was.

Mr Rehman left the meeting

Governors received a list of the service level agreements (SLAs) that the school had.

Q - Do you look at them and think you don't need that?
A – We did use an emotional therapist last year who had been used for pupils but this year they had used for garden and staff training. We can now use lots of things for free and may not need next year.

Century Tech was used for homework and could also link into Red Rose maths so I can see it as it has been taught.

There had been a cost of school meals review, and school had been advised to increase meals from £2.90 to £3.00.

b) SFVS Update
The clerk was asked to circulate the financial competency

	audit for Governors.	**Clerk**
	The SFVS would be brought to the full Governing Body meeting.	**FGB**
	c) Budget Plan 2026/27	
	This would be looked at in the next committee meeting.	
	d)Disposal of Assets	
	There was nothing to report under this item.	
R26.07	**BUILDINGS UPDATE**	
	Governors received a spreadsheet of building works completed since the last meeting.	
	The Headteacher advised that they had had another pest infestation, and a metal door was required to secure the area. The Headteacher advised they needed to get an SLA for pest control.	
R26.08	**HEALTH AND SAFETY ITEMS**	
	a) Governor H & S Audit	
	Governors received the health and safety report.	
	Q - What about asbestos? **A** - The incident had been supported by the local authority (LA) and the school had let the cleaning company know.	
	The school was to have a health and safety audit from the LA. The Headteacher advised they needed a health and safety governor Mr Bashir offered to take on the role.	
	The Lockdown policy would be taken to the full governing body meeting. The Headteacher advised that staff had heard the alarm and the next step was to discuss this with the pupils. The Headteacher advised this would be done before the end of term.	**FGB**
	b) Monitoring of Fire Risk Assessment Plan	
	This was included in the health and safety report.	
	c) H & S Issues	
	This was included in the health and safety report.	

d) Accident Report

This was included in the health and safety report.

R26.09 EDUCATIONAL VISITS MONITORING

Governors received a report on visits that had taken place since the last meeting.

The Headteacher had taken some pupils to County Hall to receive the Behaviour Mark.

Niss Agar had visited Winmarleigh PGL ahead of the proposed visit. Miss Agar advised that they may be able to access breakthrough funding which would be a 50% grant which could mean that they could take more children.

The EVC policy had been updated. The Headteacher would check what changes there were and bring to the full Governing Body meeting. **FGB**

R26.10 CONFIDENTIALITY

There were no items requiring to be minuted as confidential however, Governors were reminded of the confidentiality of some of the discussions.

R26.11 DATE AND TIME OF THE NEXT MEETING

The date and time of the next meeting of the resources committee had previously been agreed as Thursday 7 May 2026 at 6:00pm.

There being no further business the Chair thanked governors for their attendance and continued support to the school and duly closed the meeting at 8.15 pm.