

Minutes of Finance and General Purposes Committee meeting Held on 10th July 2012 at 5.00 p.m.

Present:

Lesley Eddison (LE), Adrian Nash (AN), Lihua Sun (LS), Hilary Craik (HC) , Rob Perkins (RP), Graham Harvey (GH),

In attendance

Jo Hewitt (JH) (Deputy Head) (not a member of governing body)

F&GP /12/12 Welcomes, introductions and apologies for absence

HC welcomed everyone.
were received from Dave Mitchell (DM), Brian Taylor (BT), Richard Jones, Andrew Beardsley (AB), Olwen Kershaw (OK); Jill Munro (JM),

F&GP /13/12 Statement of Pecuniary Interest

None were declared

F&GP /14/12 Minutes of Last Meeting (Tuesday, 27th March 2012)

These were agreed for accuracy

F&GP /15/12 Matters Arising

F&GP /06/11 AN to speak to JM re the creation of an Environmental Policy

AN & JM to meet in the Autumn Term to put the Policy together.

ACTION AN/JM

F&GP /07/11

SIMS dinner money manager – will be in use from September, Jackie and Tanya have received their training.

F&GP /09/12

Summary notes for SFVS- Schools Financial Value Standards. School still using FMSIS but from March 2013 SFVS will be in use. Hilary has met with Isy and will meet again with Isy and Adrian in the autumn term.

AN & IG & HC to meet in the Autumn Term to discuss SFVS

ACTION AN/IG/HC

F&GP /16/12 Finance Report Update on Budget setting

AN Updated Governors using the already pre circulated paper 'Summer Term 2012 Budget Report':

Main points: (This should be read in conjunction with the above) £70,000 from 2011/12 budget is being used to prop up 2012/13.

Some savings will be made this year as.

AN and IG have work regularly to keep the budget up to date.

The New teacher will be cheaper than the original budget set to pay an AST.

We will receive approximately £1,000 per term (£2,000 in 2012/13)

As already agreed: £10,000 of carry forward will be used, subsidised by RHA, to create an outdoor sensory garden in KS1

and FS playground.

Devolved Formula Capital (DFC) - Money direct from government has dropped to £8000, some will go to aesthetics of the building and others will be for ICT improvements.

There is still no site manager; the temporary site manager will not be paid over the summer apart from 2/3 days in the penultimate week.

F&GP /17/12 Maintenance and Estates

AN updated Gov on the hygiene suite and men's facilities on the first floor outside the Year 4 classrooms. All was going according to plan and would be finished before the restart in September 2012.

There was a discussion about whether railings surrounding the car park might help prevent children crossing the car park. This depended on cost.

AN explained that quotes were being sourced for carpets that need replacing.

AN gave an update on the Outdoor play area – i.e. the canopy over FS and soft pore tarmac will increase use of outdoor area.

F&GP /18/12 Governors' H&S Walk Round

Maintenance and Estates and Governor's walk around. HC and DM completed a Governor's Walk Round On 9th July 2012. This included receiving a H&S update from AN.

HC Explained that AN had everything in order and that she had seen the action plan from the biennial H&S audit by the LA. It was noted that the Conditions Survey had just been completed and was being compiled by the LA. This again highlighted the poor state of the school windows. AN added that he had been told that some of the windows would be replaced between Oct and Dec 2012.

F&GP /19/12 Schools Financial Value Standard (SFVS) (verbal) F&GP /10/11

See above in F&GP /09/12

F&GP /20/12 Mini Bus F&GP /08/11 F&GP /10/12

AN had looked into what we should do with the school mini bus. He reiterated and made it clear that although it was an option to give the mini bus away this would not be done without prior agreement. It was noted that the mini bus belonged to school and not the PTA who originally donated the bus.

AN had asked Pearson Centre if they would like to purchase the mini bus and although they have need some time to think about it the early signs sre they are not interested have they are not interested.

Some discussion about ideas for the mini bus took place. It was felt that allowing the minibus to be given to the WHP federation so that RH could use it for free was not the best idea as collecting the bus would problematic.

AN agreed to continue his investigations into how the mini bus could be best used.

AN to continue to investigate options for the minibus

F&GP /21/12 Pupil Premium Impact

NL and BT have met to discuss how the pupil premium has been used. Sue Vasey has asked AN to look over a document that

will be made available to schools to put on to their websites in order to be transparent and meet the statutory requirement to account for this money. Some discussion about where the money has been spent: It was noted that school spent pupil Premium money in a variety of direct and indirect ways e.g. the new tracking system, covering teachers for structured conversations, cover for Pupil Progress Meetings, Athletics, Spelloidrome, costs for TA employment etc...

F&GP /23/12 Dates of next meeting

Date of next meeting 5.00pm Tue 13th Nov 2012

Dates for next meetings, AN will e mail new dates that alternate between 5.00pm start and 6.30pm start.

AN explained he would send a update of the Governor Overview with the minutes.

AN to send a copy of the Governor Overview with the minutes

F&GP /24/12 Confidentiality

None

**Round Hill Primary School
F&GP Actions
Summer Term – 12th July 2012**

The table below contains the actions from the above meeting:

	Actions	Deadline Date	Progress Update
F&GP /06/11	AN & JM to meet in the Autumn Term to put the Policy together. ACTION AN/JM	1st Nov 2012	
F&GP /09/12	AN & IG & HC to meet in the Autumn Term to discuss SFVS ACTION AN/IG/HC	1st Nov 2012	
F&GP /20/12	AN to continue to investigate options for the minibus. ACTION AN	1st Nov 2012	
F&GP /23/12	AN to send a copy of the Governor Overview with the minutes ACTION AN	20th Jul 2012	