

**RESOURCES COMMITTEE MEETING  
(Finance, Personnel and Premises)**

on  
**Thursday, 17<sup>th</sup> March at 4.00pm**  
on TEAMS

Committee present: Marion Wilcock (MGW), Miriam Owen (MO), Adam Rowland (AFR), Peter Clinch (PC), Sandra Boyd (SB), Matt Stuart (MS)

Associate Member present: Justina Pughe Morgan

Clerk: Louisa Rydon (LR)

**BUILDING UNIQUE FUTURES TOGETHER**

MINUTES		
1.	<p><b>Welcome, Introductions and Apologies</b> No apologies.</p>	
2.	<p><b>Declaration of Interests</b> None to declare in the agenda.</p>	
3.	<p><b>Notice of AOB</b> None.</p>	
4.	<p><b>Approval of minutes dated 11<sup>th</sup> November 2021</b> The minutes were approved and electronically signed as a true record.</p>	
5.	<p><b>Matters arising/action grid</b></p> <p>a) <u>Report on new IT system</u> The new IT arrangements had been in place since December and were working well. PC had carried out a governor visit and would submit a report. The committee asked what was WSCC's rationale for changing the management information system provider. JPM confirmed it would be a considerable amount of work for WM in the first instance but believed there would be a long-term gain. MS commented on the benefits of a cloud-based system. The committee clarified that the school were not concerned that WSCC would have access to the new system.</p> <p>b) <u>ISG payment of utility bills</u> JPM confirmed ISG were paying their bills and that she would ensure they were responsible for the wastewater bill, which ran alongside the water bill.</p>	PC 4/4/22
6.	<p><b>Summary of Staffing Position</b> AFR reported on the new leadership team following Vikki Macrae's resignation and that a new assistant head had been appointed. Recruitment was taking place to replace retiring teachers with a very strong field of candidates. It would also be necessary to recruit for Meeds Send Alliance lead. The committee discussed the current challenges with getting supply teachers and the difficult decisions to close classes. They agreed that the extra teacher cost would give internal options for cover and reduce supply costs.</p>	
7.	<p><b>Report on current budget and prediction for year end</b> JPM had sent the chart of accounts and notes. The committee noted the provisional carry forward and checked that 8% carry forward was permissible. MS had attended the WSCC finance training for special school governors and asked what the view was on the carry forward amount. JPM confirmed the carry forward was consistent each year and was important for contingency funds. There had</p>	

	been reduced maintenance costs with a new school building and plans to build a new college but this would not last. The committee were pleased that WSCC gave WM a green rag rating for budgeting.	
<b>8.</b>	<b>Budget for 2022/23</b> The 2022/23 indicative special school budget share statement had been received. The committee asked what the impact of rising utility costs was and if it would be possible to forecast costs for the college site. JPM confirmed WSCC had suggested allowing for a 30% increase but it looked like prices were rising further. She hoped they would be able to set predictions for the new college closer to opening.	
<b>9.</b>	<b>Anything to report on 3 year forecast</b> (agenda item for Autumn term and covered at November meeting.)	
<b>10</b>	<b>Discussion on monitoring pupil premium and sports premium spend at Resources &amp; how to report to FGB</b> A full report on the impact of pupil premium and sports premium funding was given at learning and wellbeing meetings. Full details of the spend were uploaded onto the website yearly. It was agreed MS/resources should have oversight of the amount and spend allocation with the learning and wellbeing continuing to monitor the impact of the funding. JPM forwarded MS the costed amounts.	Resources
<b>11</b>	<b>Receive School Fund Audit 20/21</b> The school continued to use Strictly Education to carry out the report. Governors received the report and understood the action plan was in place.	
<b>12</b>	<b>Approve:</b> a) <u>Statement of Internal Control</u> Approved for signature by MGW and MS. (Both gave authority for an electronic signature.) b) <u>Scheme of Delegation for financial powers</u> No changes – recommended to FGB for final approval. c) <u>SFVS</u> Completed and governors studied the benchmarking data available. Approved for submission to WSCC.	All sent to FGB
<b>13</b>	<b>Risk Register</b> Add uncertainty in rise in cost of utility bills. The committee raised the issue with using old furnishings in the new build. AFR confirmed the decorating would be done across the school so that it would not match with the old furniture. MGW raised her concerns that WSCC were not providing appropriate quality of furniture for a new school and commented on what visitors would see when they arrived. Not currently perceived as a risk but to be monitored. The committee raised the importance of securing an all-weather pitch for pupils. AFR had set out the risks of using tarmac and governors had pointed out the all-weather pitches that were currently being built at two mainstream schools in Horsham. Governors continued to press for WSCC to reconsider.	LR 4/4/22  MGW/AFR 4/4/22
<b>14</b>	<b>AOB</b> None.	
<b>15</b>	<b>Impact of meeting on pupils</b> <b>Evidence that the budget is well run and WM financially secure.</b> <b>Governors have robust oversight of budget and scrutinize it carefully.</b>	

	<b>Continue to fight for all weather pitch.</b>	
<b>16</b>	<b>Date of next meeting</b> New date: Monday, 27 <sup>th</sup> June at 4pm on Teams. (new schedule attached)	

SIGNED.....*Matt Stuart*..... DATE.....27<sup>th</sup> June 2022.....

<b>ACTION GRID MARCH 2022</b>			
5a	IT governor visit report.	PC	✓
10	Resources to have oversight of pupil premium and sports premium finances and view of statutory website reports.	MS/JPM	LWB to monitor. MS/Resources to have oversight of spend
11	Statement of internal control, scheme of delegation, SFVS sent to 4/4/22 FGB	FGB	✓
13	Add uncertainty over utility (gas and electric) to risk register. Push WSCC for all weather pitch.	LR MGW/ AFR	✓