

RESOURCES COMMITTEE MEETING
(Finance, Personnel and Premises)

on

Tuesday, 14th March 2023 at 4.00pm

VENUE: Woodlands Meed, Chanctonbury Road, Burgess Hill, RH15 9EY

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

Associate Members: Justina Pughe Morgan

Clerk: Louisa Rydon (LR)

BUILDING UNIQUE FUTURES TOGETHER

MINUTES
<p>1. Welcome, Introductions and Apologies Apologies were received from Liz Hutton. Adam Rowland would join the meeting later. LR joined the meeting by Teams.</p>
<p>2. Declaration of Interests SB: grand-daughter at college.</p>
<p>3. Report on current budget and prediction for year end The committee received the report on the current budget. They thanked JPM for the careful budgeting and noted the strong position WM was in, with no need to access the reserves.</p>
<p>4. Budget for 2023/24 The delegated budget for 2023/24 was £5,094,111.81. JPM reported on the unexpected higher costs which had meant for the first-time funding from the reserves had to be used. The committee were reassured that the reserves were there but agreed it was a situation they would prefer not to use. JPM believed with careful budgeting and, presuming costs such as utilities did not rise further, it would be possible to build the reserve back up in a year's time. MO raised concerns about cutting funding from the SDP in the long term. MGW asked if contingency figures were in place for the items that might be needed at the new build. JPM confirmed funds had been included in individual department plans and that extra costs for items such as cleaning had been incorporated. MGW regretted that WSCC had still not confirmed which equipment/installations would need maintaining at the college. On questioning, JPM confirmed she had used the DfE recommendations to set teacher rates and that she was working on utility costs staying at the same current high rate. The committee thanked JPM for the excellent work she had done in difficult circumstances and were broadly encouraged by the budget and forecast. <u>Planned Places</u> The committee carefully discussed the planned places at Woodlands Meed and the actual number of pupils. JPM reported on the challenges for funding for the extra pupils above the planned place numbers. This year the planned places was 259 and there were 272 pupils. The committee understood by raising the planned places there would be automatic extra funding. However, they recognized raising the number would be a fine balance. MGW had written to Helen Johns for clarification</p>

	<p>on the admissions procedure as a foundation school. JPM reported on the extra teacher and classroom in the new college which would allow extra pupil referrals. After a detailed discussion, it was agreed to add consideration on raising planned places from September 2024 at the next strategy agenda.</p> <p>PC asked a question about pupil premium funding and the committee were pleased to note that there was evidence of how the funding was spent and the funds were all allocated.</p> <p>The committee recommended the budget to FGB for approval.</p>	<p>Strategy 26/6/23</p> <p>FGB 23/3/23</p>
5.	<p>Anything to report on 3-year forecast</p> <p>JPM confirmed the forecast had been submitted in February but as funding had not been confirmed at the time it was already out of date. The committee discussed the challenges of Bromcom. There were sorry there were still glitches in the system which it seemed the company did not acknowledge. They thanked JPM and her team for persevering.</p>	
6.	<p>Review of letting charges to take into account increased energy charges</p> <p>The committee discussed the current rates and the small increases in the past. They noted the importance of ensuring costs were affordable for hirers. JPM confirmed prices at WM were broadly comparable with other schools including the swimming pools. The committee raised concerns that if they raised costs to cover the much higher utility costs, it would be hard to justify the increased costs if utility costs reduced.</p> <p>MGW confirmed that as the community use agreement had not been signed at the college, no hire costs had been fixed.</p> <p>The committee asked JPM to investigate whether WM would be eligible for a government support for swimming pool heating costs, in the recently published information. If there was no support, they recommended a 5% increase for swimming pool hire with the other rates to remain the same.</p>	<p>FGB 23/03/23</p>
7.	<p>Approve:</p> <p>a) <u>Statement of Internal Control</u> Recommended for approval at FGB.</p> <p>b) <u>Scheme of Delegation for financial powers</u> Recommended for approval at FGB</p> <p>c) <u>SFVS</u></p> <p>The committee discussed and made a change to number 29 to reflect the issues with Bromcom. Recommended for approval.</p> <p style="text-align: right;"><i>AFR joined the meeting.</i></p>	<p>Agenda 23/3/23</p>
8.	<p>School Fund Audit 21/22 – risk assessment attached</p> <p>Approved.</p>	
9.	<p>Summary of Staffing Position</p> <p>AFR reported on the additional classroom and teacher at the new college site which would allow WM to grow.</p>	
10	<p>Notice of AOB</p> <p>None.</p>	
11	<p>Approval of minutes dated 29th November 2022</p> <p>The minutes were approved and electronically signed as a true record.</p>	
12	<p>Matters arising/action grid.</p> <p>a) <u>Issues with Bromcom</u></p>	

	JPM had reported on the issues and MGW heard through the Locality Chair group that all schools were experiencing similar problems.	
13	Risk Register Funding for pupil numbers above planned places.	
14	AOB None.	
15	Impact of meeting on pupils Careful budgeting to provide best possible education and experience for pupils.	
16	Date of next meeting 29 th June 2023	

SIGNED.....*Matt Stuart*.....DATE.....29th June 2023.....

ACTION GRID MARCH 2023			
4	Consider planned place number for September 2024.	Strategy agenda	✓
4	Recommend 2023/4 budget to FGB	FGB agenda	✓
6	Check government support for school pools. Recommend 5% increase for lettings for approval at FGB	JPM FGB	✓
7	Statement of internal control, scheme of delegation & SFVS for approval at FGB	FGB agenda	✓
13	Add risk of funding shortfall for pupils accepted over planned places.	LR	✓