

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

on

Thursday, 29th June 2023 at 4.00pm

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

Committee present: Sandra Boyd (SB), Matt Stuart (MS) On Teams: Miriam Owen (MO), Peter Clinch (PC)

Associate Member present: Justina Pughe Morgan

Clerk: Louisa Rydon (LR)

BUILDING UNIQUE FUTURES TOGETHER

MINUTES	
1.	Welcome, Introductions and Apologies Apologies were received and accepted from Marion Wilcock and Adam Rowland.
2.	Declaration of Interests SB: grand-daughter in school. JPM noted her sister in law was a member of staff in the college. It was agreed this would need to be declared prior to a meeting if there was any conflict of interests and to be recorded on associate member form 2023/24.
3.	Approval of minutes dated 14th March 2023. The minutes were approved and signed as a true record.
4.	Matters arising/action None.
5.	Current budget report The committee thanked JPM for the overview of the budget and report on specific areas of concern. a) <u>Pupil numbers</u> The committee asked why numbers were lower than the projected 276 and discussed the significant impact on the budget. JPM did not feel there was one overarching reason. The committee discussed the delay following Covid in giving assessments and ECHPs. They also understood other special schools had raised their intake and that there were new private facilities available, though these were for higher needs pupils. SB mentioned the units attached to secondary schools which were aimed at keeping more special needs pupils in mainstream. JPM reported on a larger than usual number of pupils leaving college after 2 years. The committee understood some pupils whose ECHP/assessments had not been finalized had been given the go ahead to attend WM by WSCC. b) <u>Teachers' pay awards</u> The committee noted the current government offer was 1% above that budgeted with no extra funding for schools. The government expected utility bills to halve and had used that in calculating funding for schools. The committee were not convinced bills would reduce so much. MS asked about the extra teacher employed (above the planned budget) for the increased number of classes at the college. The committee asked for the protocol on going over budget and wanted to check that FGB approval had been given by governors. Discussion at FGB.

FGB
11/7/23

	<p>c) <u>Support staff pay awards</u></p> <p>The committee discussed the percentage rise that support staff had received and been offered, but understood the Unions were still in disagreement. JPM felt the potential was for TAs to strike despite the pay awards.</p> <p>On discussion, the committee felt that some of the reasons for striking were to draw attention to the lack of school funding as had been evidenced in the recent meeting at WM organized by the Union Reps. They noted strikes should not be used in this context.</p> <p>d) <u>Lettings</u></p> <p>MS asked if there would be any insurance if the college was not open in September for the loss of lettings income. JPM confirmed there wasn't as it was a new booking. She did note that once the college was open there would be an opportunity for letting out other areas which had not been included in the projections.</p> <p>e) <u>How to balance the budget</u></p> <p>JPM had set out where funds could be reallocated and where there were potential shortfalls in the budget. The committee were concerned by the deficit of £30k and discussed where savings could be made. MS looked back at the March minutes and though it had been anticipated some reserves would need to be used, it was expected that there would be ways to replenish the extra funds. JPM commented that it had been frustrating that they had not been able to hold a larger reserve fund and did comment that if planned pupil places were higher, the reserve could be higher. The strategy committee had discussed increasing planned places and MS felt it was an urgent item for FGB. LR confirmed it was on the agenda. MS had sent apologies for the meeting and the committee asked JPM to be present for that item. The committee thanked JPM for her extensive work and though they were concerned about the current projected deficit, they recognized that WM were in a much better position than other schools having previously balanced their budget so effectively and maintained the reserve.</p>	JPM 11/7/23
6.	<p>Summary of Staffing Position</p> <p>To be included in headteacher's report to FGB.</p>	AFR 11/7/23
7.	<p>Notice of AOB</p> <p>None.</p>	
8.	<p>Risk Register</p> <p>a) <u>Bromcom</u></p> <p>MS/JPM had discussed the improving situation and JPM confirmed the end of year audit had gone well. Governors would continue to monitor the programme and if there were no further issues by the end of the Autumn term, it would be removed from the risk register. LR to update.</p> <p>b) <u>Possible Tribunal</u></p> <p>To be considered at FGB.</p>	LR 30/6/23
9.	<p>AOB</p> <p>None.</p>	
10	<p>Impact of meeting on pupils</p> <p>Strong budgeting process to ensure pupils given the best quality education.</p>	
11	<p>Date of next meeting</p> <p>Tuesday, 28th November 2023 at 4pm – the committee were concerned that this was late in the term, in view of the budget concerns. It was agreed to add an agenda</p>	LR 3/10/23

	item (budget report) to the October FGB, and if a further meeting was required, it could be arranged.	
--	---	--

SIGNED.....*Matt Stuart*..... DATE.....28th November 2023.....

ACTION GRID JUNE 2023			
5b	Check authorization for extra teacher which has gone above planned budget.	FGB	✓
5e	JPM to attend FGB discussion on planned pupil numbers 2024.	FGB	✓
6	Staffing report included in HT report	FGB	✓
8	Monitor Bromcom and amend risk register to reflect reduced risk	JPM/LR	✓
11	Add budget report to October FGB	JPM/LR	✓