

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

on
Thursday, 11th November 2021 at 4.30pm
on TEAMS

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

Associate Member present: Justina Pughe Morgan

Clerk: Louisa Rydon (LR)

BUILDING UNIQUE FUTURES TOGETHER

MINUTES	
1. Welcome, Introductions and Apologies	
MGW had received apologies from Sandra Boyd.	
2. Declaration of Interests	
None.	
3. Election of Chairman	
MS accepted the nomination of chair and was duly elected.	
4. Election of Vice Chair	
MGW was duly elected as vice chair and was happy to support MS as he familiarized himself with the role of chair.	
5. Update on possible new governors/associates with financial skills	
The committee noted MS's relevant finance experience and were delighted he was taking over from Rob Landauer. MS had offered to look into ways of attracting parent governors and would contact Alan Robinson directly to begin the process of working with students to set up a short media presentation.	MS 29/11/21
6. Notice of AOB	
None.	
7. Approval of minutes dated 28th June 2021	
The minutes were approved and electronically signed as a true record.	
8. Matters arising/action grid	
<p>a) <u>Report on IT</u></p> <p>JPM updated the committee on IT and they were pleased to hear TC-IT had been appointed. TC-IT had been recommended through the Worthing Federation of schools and had specific experience with special schools. JPM was confident the support would be stronger than the current system and the committee asked for an update on the service at their next meeting.</p> <p>b) <u>Clarification that the new system of WSCC bought insurance for schools is good value for money</u></p> <p>JPM reported on the new insurance and that the premiums for WM had been reduced.</p> <p>MGW noted that insurance on the new college would have to be in place as soon as it opened, when it was anticipated ISG contractors would still be on site. JPM to liaise with WSCC to ensure correct cover was arranged.</p>	Agenda 17/3/22
9. Summary of Staffing Position	
AFR confirmed there were no changes to the staffing structure and the staff budget was running as expected.	
On questioning, it was confirmed that there had been no further action following the	

	governor panel held during the summer term.	
10	<p>Report on current budget</p> <p>The committee had received the current budget and JPM's report. Questions: Is the planned replacement of the minibus taking longer because of supply and cost issues for new and second hand vehicles?</p> <p>JPM confirmed Anna Hull dealt with the grants for vehicles but WM were able to wait for the replacement.</p> <p>Has ISG confirmed they will be paying for their use of utility costs whilst on site?</p> <p>AFR & MGW believed they had asked WSCC the question but received no reply. AFR to ask ISG directly.</p> <p>MGW noted that extra invoices would be received from BLB and governors' solicitors. The committee were disappointed they had incurred more legal expenses due to WSCC's manoeuvrings over the building contract.</p>	AFR 29/11/21
11	<p>Anything to report on 3 year forecast</p> <p>JPM had just received the figures and would prepare them for discussion and approval at the November FGB.</p>	JPM 29/11/21
12	<p>Plans in place for School Fund Audit 20/21</p> <p>WM had been using Strictly Education to audit the school fund accounts and had commissioned them again. A new independent examiner was being used to follow good practice.</p>	Agenda
13	<p>Has the NGA membership been renewed</p> <p>Yes and governors were encouraged to use it for training and advice.</p>	
14	<p>Risk Register</p> <p>The situation with the gas bills had been resolved. WM was now reconnected to the meter and billing would start again. LR to update risk register.</p>	LR 12/11/21
15	<p>AOB</p> <p>None.</p>	
16	<p>Impact of meeting on pupils</p> <p>Meeting budget and allocation of resources being used to maximize benefits for pupils.</p> <p>New supportive IT programme implemented.</p> <p>Auditor for school fund appointed.</p>	
17	<p>Date of next meeting</p> <p>Thursday, 17th March 2022 at 4pm</p>	

SIGNED.....*Matt Stuart*.....DATE.....17th March, 2022

ACTION GRID NOVEMBER 2021			
5	Discuss possible media presentation to advertise for new governors with Alan Robinson,	MS	✓
8	Report on new IT support system	JPM	17/3/22
10	Question ISG to confirm they are paying their utility bills when on site.	AFR	29/11/21
11	3 year forecast agenda at FGB	JPM	✓
12	School fund audit report	JPM	✓