

**SOUTH HARRINGAY SCHOOL
FULL MEETING OF THE FEDERATED GOVERNING BODY
ON 14 MAY 2019 AT 7PM
PUBLIC MINUTES**



Staff (2)

Ian Scotchbrook (Headteacher)
*Kelli Arnold 31-08-20

Parent (2)

Amy Douling 15-05-23
*Polly Haste 31-08-20

LA (1)

*Paul Snow 15-05-23

Also present

Corinne David (Clerk)

Co-opted (8)

Karen Tate 07-09-20 (Chair)
Keith Pullinger 07-09-20 (Vice-Chair)
Iona Desai 07-09-20
Shelley Usher 28-09-21
Naveed Kazmi 07-09-20
*Michael Taylor 07-09-20
Neil Reily 11-03-22
Isabel Garrood 10.07.22

Associate (1)

Adrenne Read 05-12-21

*Denotes absence

Before the Full GB meeting Governors participated in training on the new Ofsted Inspection Framework, which started at 6pm.

1. WELCOME /INTRODUCTIONS AND APOLOGIES FOR ABSENCE

- 1.1 The Chair welcomed everyone to the meeting; introductions were made. The Chair, on behalf of the GB welcomed Amy Douling to the meeting.
- 1.2 Apologies for absence were received from Michael Taylor, Kelli Arnold and Polly Haste.
- 1.3 The Clerk confirmed that the meeting was quorate with 10 Governors present.

2. DECLARATIONS OF INTEREST, PECUNIARY INTEREST OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA

- 2.1 Register of Interests Forms and Governors' Code of Conduct.

ACTION Clerk to email Karen Tate the Register of Interest and Code of Conduct for completion.

3. MINUTES OF THE PREVIOUS MEETING/MATTERS ARISING

- 3.1 The minutes of the full GB meeting held on 14 March 2019 were **AGREED** and **RATIFIED** as a correct record. One set of minutes was signed by the Chair and retained by the School.
- 3.2 Matters arising.
 - 3.2.1 Item 3.2.2 Red Box
The Chair informed Governors that the Red Box had arrived at School.
 - 3.2.2 Item 3.2.3 Governors' Training.
The School had purchase log ons and circulated them to Iona Desai, Shelly Usher, Isabel Garrood, to complete safeguarding training online.

ACTION School to send Amy Douling a safeguarding training online log on.

3.2.3 Item 4.2 LA Governor position

The Chair informed Governors that Peter Snow's (parent and local Priest) application to become SHS LA Governor had been submitted to Governor Services and had been approved. Karen Tate nominated Peter Snow as SHS LA Governor.

UNANIMOUSLY AGREED Peter Snow was elected as the LA Governor for SHS.

3.2.4 Item 9.1 Governors' Visits.

Governors were reminded to complete their link governor visits and up load them onto Governor online. Noted that Isabel Garrod had up loaded the Link Governor visit templates onto Governors online.

4. REPORTS FROM COMMITTEES

5.1 Teaching & Learning Committee

The minutes from the Teaching and Learning Committee were circulated to Governors prior to the meeting. The Chair of the Committee also provided the GB with a verbal report from the meeting held on 4 March 2019. The highlights were:

- a) An update on reading and percentage of pupils reaching ARE and GD was provided.
- b) How the School is tracking vulnerable pupils on track to reach ARE or GD was provided.
- c) An update on Year 2 and Year 6 2019 projected outcomes was provided.

4.2 Resource Committee

The minutes from the Resource Committee held on 29 April 2019 were circulated to Governors prior to the meeting. Keith Pullinger provided a verbal report from the meeting. The highlights were:

- The close of budgets for the Infant and Junior schools was provided.
- Projected income and expenditure for both Infant and Junior schools for 2019/20 was provided and reviewed.
- The Committee will receive a consolidated global summary report at the next meeting.
- The LA has verbally approved a 3-year project to upgrade the site including new windows, roof and the remodelling of the building. The School is waiting for written confirmation. The LA has stated that SHS is a Wave 1 school.
- The Governors sought reassurances from Judicium regarding their procedures and measures.
- An update on personnel matters was provided.

4.2.1 Scheme of Delegation

AGREED **The Full GB ratified the Scheme of Delegation.**

5 BUDGET

5.1 Mike Gordon took Governors through the closing balances for both the Infant and Junior Schools

Close of budgets for 2018/19

5.1.1 SHINS

Total income (including capital) was £1,419,729 (with an £181K 2017/18 carry forward). Total expenditure (including capital) was £1,474,707. The School's projected 2018/19 carry forward stood at £126K, with an in-year deficit of £55K.

5.1.2 SHJS

Total income (including capital) was £1,673,619 (with an £394K 2017/18 carry forward). Total expenditure (including capital) was £1,628,673. The School's projected 2018/19 carry forward stood at £439K, with an in-year deficit of £45K.

5.2 SHINS and SHJS budget share and predicted budget for 2019/20.

Mike Gordon took Governors through the draft Budget update for SHINS and SHJS for 2019/20. The Headteacher informed the Committee that the School would be keeping the same staffing structure for 2019/20; however, if resignations were received, they would not necessarily be replaced with like for like.

5.2.1 Within the Junior budget £80K for an air handling unit for the swimming pool and £5k for external works had been factored into the budget. This would be a one-off cost represented within the in-year deficit amount. The swimming pool's full income and operating costs had been factored within the budget. This would have to be readjusted if the pool had to be closed for capital works.

5.2.2 The Government had stated that they will provide a grant to cover pension costs; schools can apply for further funds if the grant doesn't cover all the pension costs.

5.2.3 Governors noted that the restructure of the lunchtime supervision had resulted in savings. Noted that TA's now cover lunchtime supervision. Noted that the School is using staff to best effect.

5.2.4 **Q: Was the School aware that there would be an in-year deficit for SHINS?**

A: Yes. This has partly come about as both schools still have separate budgets. The Infant school has very experienced but also expensive staff. However, the SLT now review staffing across both sites rather than individual sites. Noted that the SLT has a collective vision for both schools; to share staffing and other resources. Noted that staffing and some other functions are more fluid between the sites. If a position became vacant it would be reviewed and a decision made on whether it would be filled and at what grade. Further noted that the admin staff are consolidated; and subject leads work across both sites. Also, any surplus from the swimming pool would be benefiting both sites.

5.2.5 Governors noted that the short term (12-18 months) budgets of both SHINS and SHJS needed review, with challenge and scrutiny about how both Schools would operate within an in-year balanced budget. Further noted that the income from the DfE was declining. Also, despite the strong reputation of the Junior School, there were pupil vacancies; which affects the income levels.

5.2.6 The Chair proposed that the Full GB formally ratify the 2019/20 budget.

AGREED The Governing Body formally ratified SHINS and SHJS budgets as follows:

	SHINS	SHJS
2018/19 revenue outturn	£126,899	£439,399
2019/20 School's Budget Share & total revenue income	£1,187,927	£1,154,387
	£1,333,259	£1,347,005

2019/20 predicted revenue expenditure	£1,430,237	£1,471,423
2019/20 predicted revenue carry forward	£24,102	£310,703

6 CHAIRS ITEMS

6.1 No Chair's items were discussed.

7 HEADTEACHERS ITEMS

7.1 No Headteacher's items were discussed.

8 POLICIES

8.1 Governors received and noted the Volunteer Working in School Policy.

9 GOVERNORS' VISITS / TRAINING

9.1 Governors' Visits.

Governors were reminded to arrange their next round of link Governor visits before the next Full GB meeting in July, by emailing the Headteacher.

ACTION At the September Full GB meeting new link Governor roles, linking to the new curriculum to be assigned.

9.2 Governors' Training.

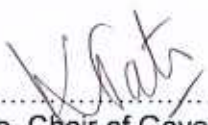
All Governors present had attended training on the new Ofsted Framework.

10. DATE AND TIME FOR THE NEXT MEETINGS FOR 2018/19 / ANY OTHER BUSINESS

10.1 Dates for the next cycle of GB and Committee meetings were confirmed as:

- Full GB 10 July 2019 at 6:30pm.
- Resources: 8 July 2019 at 4:30pm.
- Teaching and Learning: Thursday: 12 September 2019 at 6:15pm.
- Children Families and Community: 24 June 2019 at 6:15pm.

The Chair thanked everyone for attending, members of staff apart from the Headteacher were asked to leave. Part 1 of the meeting finished at 7:40pm.

Sign: 

Karen Tate, Chair of Governors

Date: 10/7/19