



## Finance & Premises Committee

23 January 2020, 5 pm

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### Minutes

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**Present:** Jane Keenan (committee chair) Camilla Argyle, Adam Breakwell, Lyn Broom, Wes Coleman, Kerry Martin, Emma Morgan, Sallie Peacock, Mark Simmons (clerk)

#### 1. Welcome & apologies

Apologies from Lucy Rossiter.

#### 2. 2019-20 budget and expenditure

Current income and expenditure were scrutinised against the budget. Compared with the period to date (75% of the year), there is a 1% overspend on staff. Some of this is reflected in income because of Sarah Bent's secondment to Kimbolton School since the end of last year, although this is offset by the higher cost of supply teaching.

Building expenditure is also high because of work on outside areas. This has been offset by additional income. Utility expenditure should be reduced given a warmer winter, although from a cash accounting perspective this depends on when oil is delivered. Income from solar panels has been delayed. Emma Jenkins is looking into details to ensure best value (e.g. laminating pouches which can cost anywhere between £4.20 and £11.20 per pack).

ICT resources is overspent because of renewed boards (both in the IT suite – which is being used as a teaching space – and the moveable board in the hall). All boards have been repaired, within the warranty.

An additional insurance premium was taken out to cover when parents are driving children, which also covers staff cars when they are used to and from work. The current forecast is a loss of £18k by end of year, but income may come in to £875k which would mean a £10k loss. This is an improvement on the £20k loss forecast in the initial approved budget.

2020-21 income looks to be up by £70k given increase in numbers. This should cover the estimated increase of £26k in salaries and £17k in pensions based on an estimated 2.5% rise in leadership, 3.5% for teachers, and 5% for TAs and other staff. It is always very difficult to predict, but most year groups should be a good size (from an income perspective). Jane will meet Adam and Emma J for a more detailed look once the budget has been done.

#### 3. Premises including alteration/extension plans

Funding of £450k to add two new classrooms is definitely available. It could be possible to bid for more but it was agreed that this would be unlikely to be successful given that other schools are likely to have higher priorities. It was confirmed that no current classroom fits the new regulations, but the council will not retro-improve. It was suggested that the scoping exercise for the full project would proceed, but with the expectation that only the two classrooms would go ahead at this stage (with an expected start date of December). The school would then apply for additional funding (which would include pre-school, and for which pre-school would give £100k – or 20% of the amount provided by the LA). This gives an initial improvement and is less risky than other options. Although this has the biggest impact for Class 1 (which will be a large group in 2020-21), this approach, which gives an initial improvement and is less risky than other options, was agreed.

Following extreme weather, the school playground is water-logged. Various solutions were discussed to improve water run-off in the playing field. Governors agreed that rainwater run-off in neighbouring properties is not their responsibility (and that intervention could increase risk of repeat flooding).

## Orleton C. E. Primary School

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### 4. Health & safety

The ongoing claim is still with the solicitors. Sentinel has been very slow to respond to repair the key-coded gates which had both been man-handled and broken, and fix problems with alarms going off in the holidays; the door at the shed at the key-coded gates had both been man-handled and broken. A spontaneous environmental health check in the middle of preparing and serving lunch had gone well; the Orleton School Food CIC was awarded a full 5 stars. Governors noted the contents of the condition survey which had been circulated in advance.

### 5. Minutes of last meeting (26 September 2019)

Unanimously approved.

### 6. Matters arising not already addressed

No.

### 7. Any other business

No.

### 8. Next meeting

14 May 2020 (after Curriculum & Outcomes)