

**EASINGWOLD COMMUNITY PRIMARY SCHOOL MINUTES OF RESOURCES COMMITTEE HELD  
VIRTUALLY ON MONDAY 30 JUNE 2025 AT 5.30PM**

Governors Present: Becky Cooper (BC) Alison Parratt (AP) Head Edward Fenning (EF) Toni Potter (TP)	In Attendance: Lesley Barber (clerk)
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No.	Item	Action/ Date
<b>Edward Fenning in the Chair</b>		
1/6/25	<p><b><u>WELCOME AND APOLOGIES</u></b></p> <p>Becca Floyd (BF) had submitted her apologies; these were consented to.</p> <p>The Bursar was unable to attend.</p>	
2/6/25	<p><b><u>DECLARATION OF INTERESTS AND REMINDER OF CONFIDENTIALITY</u></b></p> <p>No declarations were made. Governors were reminded of the need to maintain confidentiality at all times. The Chair reminded Governors to declare any interests in items as they arose during the meeting.</p> <p>It was confirmed that no declaration was now needed where Parents used Livewires; the decision regarding the provision in School of wraparound and Nursery Care was not related to the contract with Livewires.</p>	
3/6/25	<p><b><u>CONFIDENTIAL ITEMS</u></b></p> <p><i>The following items were agreed to be confidential and would be excluded from the public minutes:</i></p> <p><i>Wraparound and Nursery Care</i></p> <p><i>Staffing</i></p> <p><i>Contracts</i></p> <p><i>Governors were reminded not to discuss any business from the Board meetings with family members or friends.</i></p>	
4/6/25	<p><b><u>NOTIFICATION OF URGENT BUSINESS</u></b></p> <p>There were no items of Urgent Business</p>	
5/6/25	<p><b><u>MINUTES OF MEETING HELD ON 6 MAY 2025</u></b></p> <p><i>Agreed:</i></p> <p><i>That</i></p> <p><i>a) the Public minutes of the meeting held on 6 May 2025 were agreed to be a correct record; and</i></p> <p><i>b) the Confidential minutes of the meeting held on 6 May 2025 were agreed to be a correct record.</i></p>	

No.	Item	Action/ Date
6/6/25	<p><b><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></b></p> <p>The list of action points which were not dealt with elsewhere on the agenda were updated as follows:</p> <p>All Actions were included on the agenda as separate items.</p>	
7/6/25	<p><b><u>BUDGET MONITORING REPORT INCLUDING PREMISES/CAPITAL SPEND UPDATE</u></b></p> <p>Governors considered the Monitoring Report for May 2025. The Bursar had included notes about variances on the document. The Chair noted that there was still a healthy carry forward provision and a positive variance overall.</p> <p>The Head highlighted the following:</p> <ul style="list-style-type: none"> <li>• There had been some changes to Supply staffing which were reflected in the Budget.</li> <li>• The Bursar had asked for it to be highlighted that the next Budget Report would show a clearer picture of the position following the decision not to proceed at the moment with the Nursery and Wraparound Care provision.</li> <li>• There were now 33 children in Reception for September with two Teachers.</li> <li>• Governors would receive the June report once it was available, this would be discussed at the next Committee meeting in the new academic year.</li> </ul> <p>There were no further questions as they had been dealt with during the presentation.</p> <p>Agreed: That the Monitoring Report was noted.</p>	
8/6/25	<p><b><u>SPORTS FUNDING BUDGET</u></b></p> <p>The Head explained that the funding which hadn't yet been spent would be done so before the end of Term. This would be used to fund playground equipment. The Head noted that some of the funding was used to pay for Playground Supervision staff.</p>	
9/6/25	<p><b><u>REVIEW CONTRACTS</u></b></p> <p><b>1) <u>Cleaning Contract</u></b></p> <p>This was confidential.</p>	
10/6/25	<p><b><u>STAFFING</u></b></p> <p>This report was confidential</p>	
11/6/25	<p><b><u>NURSERY AND WRAPAROUND CARE</u></b></p> <p>This item was confidential.</p>	

No.	Item	Action/ Date
12/6/25	<p><b>HEALTH AND SAFETY AND PREMISES</b></p> <p>The Head reported that Becca Floyd had been into School to undertake a Premises and Health and Safety walk round. The Head noted that there were still some outstanding actions from the last Inspection report, but progress was being made. She reported that the following actions had been completed:</p> <ul style="list-style-type: none"> <li>• Electrical distribution boards cleared and locked</li> <li>• Flags levelled</li> <li>• Fire blankets serviced</li> <li>• No smoking signs installed</li> </ul> <p>Outstanding:</p> <ul style="list-style-type: none"> <li>• Gym equipment blocking distribution boards – lack of storage</li> <li>• Fire action notices – need to be replaced for consistency</li> <li>• Bolt caps missing from Trim Trail equipment – cost of repair was around £500 and would be carried out as soon as possible. <b>In response to a query about the cost, she said that it was important to use this company to ensure the machine was put back together safely as it had to be dismantled in order to replace the bolt caps.</b></li> </ul> <p>Action: To update on outstanding actions from the Inspection Report at the next meeting.</p> <p>The Head updated Governors on the Premises Inspection undertaken with Becca Floyd:</p> <ul style="list-style-type: none"> <li>• They had agreed that the site looked worn and dirty in places and did not create a good impression.</li> <li>• A quote had been obtained for some external painting around doorways.</li> <li>• Another quote had been obtained for industrial jet washing of various locations around the site. <b>In response to a query, the Head explained that the jet wash equipment used by School staff wasn't up to cleaning the site in its current state as it had got quite bad.</b> The cost was £850 for this area to be cleaned. The Head felt that it was important to maintain and clean the outside of the building as well as the inside, it helped to instil pride in the School.</li> </ul> <p><i>Agreed: Governors agreed that the quotation for cleaning the front area of School near the steps should be approved and photographs should be reviewed at the next meeting before further areas were cleaned.</i></p>	<p>Action: To update on outstanding actions from the Inspection Report at the next meeting.</p> <p>Review photographs before and after industrial jet washing – consider quotes for other areas of school.</p>
13/6/25	<p><b>DATES OF MEETINGS</b> (all virtual)</p> <p>Proposed dates would be agreed at FGB in July:  Monday 6 October 2025 at 5.30pm  Monday 24 November 2025 at 5.30pm  Monday 9 March 2026 at 5.30pm SFVS</p>	

No.	Item	Action/ Date
	Tuesday 5 May 2026 at 5.30pm (Bank Holiday Monday on 4th) - Outturn and Start Budget Monday 22 June 2026 or Tue 30 June? at 5.30pm	
14/6/25	<b><u>URGENT BUSINESS</u></b>  Governors discussed the costings of installing a MUGA (Multi Use Games Area). This had been discussed in the past. A rough estimate was around £120k now.  Governors requested an update on the S106 Agreement land to the rear of the School. The Head said that she hadn't yet got confirmation, but expected works to start on the car park fencing and lighting over the Summer.	Discuss MUGA options in October.

Meeting finished 6.30pm

ACTIONS from this meeting:

Reference	Action	Responsible	Date
12/6/25	Update on outstanding actions from the Inspection Report at the next meeting.	HT	October 25
12/6/25	Review photographs before and after industrial jet washing – consider quotes for other areas of school.	HT	Oct 25
14/6/25	Discuss MUGA options in October.	HT	Oct 25