

**EASINGWOLD COMMUNITY PRIMARY SCHOOL MINUTES OF RESOURCES COMMITTEE HELD  
VIRTUALLY ON MONDAY 10 MARCH 2025 AT 5.30PM**

Governors Present: Becky Cooper (BC) Alison Parratt (AP) Head Toni Potter (TP)	In Attendance: Lesley Barber (clerk) Angela Ratcliffe (Bursar)
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No.	Item	Action/ Date
<b>Becky Cooper in the Chair</b>		
1/3/25	<p><b><u>WELCOME AND APOLOGIES</u></b></p> <p>Ed Fenning had submitted his apologies; these were consented to. Becca Floyd (BF) submitted her apologies late due to personal circumstances.</p>	
2/3/25	<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>	
3/3/25	<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: Catering Contract, Contracts.</i></p> <p><i>Governors were reminded not to discuss any business from the Board meetings with family members or friends.</i></p>	
4/3/25	<p><b><u>NOTIFICATION OF URGENT BUSINESS</u></b></p> <p>None</p>	
5/3/25	<p><b><u>MINUTES OF MEETING HELD ON 25 NOVEMBER 2024</u></b></p> <p><i>Agreed: That a) the Public minutes of the meeting held on 25 November 2024 were agreed to be a correct record; and b) the Confidential minutes of the meeting held on 25 November 2024 were agreed to be a correct record.</i></p>	
6/3/25	<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>	Clerk to mark forward issues not dealt with – set out in the table at the end of the minutes

No.	Item			Action/ Date
	Reference	Action	Update	
	8/11/24	Revised Budget to FGB for approval	Done	
	10/11/24	EF to report back to the next meeting on Project Management costs.	EF updated FGB	
	12/11/24	Pay Policy to FGB for approval	done	
	13/11/24	Paperwork Check to the next Resources Cttee.	On agenda	
	15/11/24	Commission a survey of tree roots. Update on Tree Survey at the next meeting.	AP reported that a more expensive survey of the tree had been purchased, following some further advice. The outcome was awaited. The tree was subject to a TPO (Tree Preservation Order) and removal would only be considered if it was found to be dangerous.	
7/3/25	<p><b><u>BUDGET MONITORING REPORT INCLUDING PREMISES/CAPITAL SPEND UPDATE</u></b></p> <p>The Summary and Detail Budget Reports up to January 2025 were provided to Governors.</p> <p>The Bursar highlighted the main points:</p> <ul style="list-style-type: none"> <li>• The projected carry forward balance had increased by £14.5k.</li> <li>• This was largely due to the solar panel project which was not now going ahead, at least not in this financial year.</li> <li>• Other changes in income related to: a PP (Pupil Premium) calculation error by the Local Authority (LA) and additional income from residentials (balanced by matching expenditure).</li> <li>• The income and expenditure from residentials and trips should match and balance out, further work needed to be done on this to ensure that any shortfalls were due to PP and not non-payment by parents. This would be reported to the next meeting.</li> <li>• There were some over and underspends highlighted in relation to staff costs and supply staff costs, but these balanced out.</li> <li>• Capital Funds – if planned projects to develop the Playground and ICT costs went ahead there would be £503 left in the Capital Fund. However, it was expected that the PTA were going to contribute to both of these projects so the final balance could be higher.</li> </ul>			

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	<ul style="list-style-type: none"> <li>The Head noted that the PTA was in some difficulties in relation to its future as there were very few volunteers involved in the organisation of the Association now and it was proving difficult for them to carry on.</li> </ul> <p>Governors had the following questions:</p> <ul style="list-style-type: none"> <li><b>How was funding from the Beckwith Trust received?</b> The Head explained that this was done via cheque on the evening of the meeting when the decision was made, so there was no delay in receipt.</li> <li><b>Governors valued the PTA and asked that an item be placed on the next FGB agenda to discuss how they could be supported. It would be useful if a breakdown of their recent financial contribution could be prepared so Governors could see what impact its loss could have on the budget going forwards.</b></li> </ul> <p><i>Agreed: That the Monitoring report was noted.</i></p>	<p>PTA item on FGB Agenda and impact assessment of the potential loss of the PTA.</p>
8/3/25	<p><b><u>CATERING CONTRACT</u></b></p> <p>This item was confidential</p>	<p>The Head would communicate an increase in the price of a School meal to Parents.</p>
9/3/25	<p><b><u>SCHOOLS FINANCIAL VALUE STANDARD</u></b></p> <p>The SFVS wasn't completed and would be circulated to Governors that week. The questions and answers would be similar to last year. It would then go to FGB for approval.</p>	
10/3/25	<p><b><u>START BUDGET SPENDING PRIORITIES</u></b></p> <p>The Bursar explained that the process of setting the budget would start with a discussion between herself and the Head. The budget would be prepared using updated carry forward balances and the latest pupil numbers and other updated information. The information on the grant was not yet published.</p> <p>The Head highlighted that her main priority would be for a full time Deputy Head post to be included if this were possible.</p> <p>Part of this discussion was agreed to be confidential.</p> <p>Governors would consider the Start Budget in May.</p>	
11/3/25	<p><b><u>REVIEW CONTRACTS FOR SERVICES PROVIDED TO SCHOOL</u></b></p> <p>A confidential list of contracts was considered by Governors. This would be updated and considered at each meeting going forwards.</p>	<p>To be added as a standard agenda item.</p>

No.	Item	Action/ Date
	Governors discussed the Absence Insurance arrangements. The current arrangements covered teacher absence over 10 days. <b>In response to a query, the Head noted that TA's were not covered, but the Caretaker and Admin Officer posts were.</b>	
12/3/25	<p><b><u>REPORT ON SPENDING AND ITS EFFECTIVENESS FOR PUPIL PREMIUM</u></b></p> <p>A Pupil Premium Report had been prepared by the Deputy Head. She highlighted the main points:  Numbers were increasing:</p> <ul style="list-style-type: none"> <li>• Non PP - 205 pupils (67.9%)</li> <li>• PP – 97 pupils (32.1%)</li> </ul> <p>Attendance gap:</p> <ul style="list-style-type: none"> <li>• Attendance gap end of 2021 - 22 = 2.18%</li> <li>• Attendance gap end of 2022 - 23 = 1.33%</li> <li>• Attendance gap end of 2023 - 24 = 1.52%</li> <li>• Figures for attendance from 3.9.24 - 7.2.25</li> <li>• All 94.57%</li> <li>• PP 92.45%</li> <li>• Non PP 95.57%</li> <li>• Current attendance gap =3.12%. This is the widest gap we have had in some time. Key causes appear to be those sitting 90% and 100% attendance.</li> </ul> <p><b>A Governor asked whether the attendance data was monitored at the same timeframe each year, was it comparable?</b> TP explained that the full year data was from the same timeframe; the current attendance gap was for the period up until now so could change before the end of the year. She said that staff were focussed on ensuring attendance was addressed and staff had been asked to monitor those children 90-95% attendance in particular.  Main aims:</p> <ul style="list-style-type: none"> <li>• <i>Improved oral language skills and vocabulary among disadvantaged pupils</i> – a recent learning walk with the SEA (Senior Education Advisor) had shown good work was taking place in classrooms, there would be a reminder to staff to sharpen focus on talk partners. Little Wandle was working well in ensuring children “kept up”.</li> <li>• <i>Improved Reading, Writing and Maths (RWM) attainment among our disadvantaged pupils.</i> TP was positive about the recent Mock SATS results. She noted that whilst the School had historically improved progress for PP children, it was more challenging to close the attainment gap for Reading, Writing and Maths.</li> <li>• <i>To achieve and sustain improved attendance and punctuality for all pupils, particularly our disadvantaged pupils.</i></li> <li>• <i>To achieve and sustain improved wellbeing and SEMH (Social, Emotional and Mental Health) for all pupils in our school, particularly our disadvantaged pupils.</i> TP reported good feedback from a recent Pupil Voice. The Nest was also proving an excellent source of support for pupils. Attendance at Residential events very successful; some pupils had needed a lot of support to attend.</li> </ul>	

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	<p>Funding would continue to increase as numbers rose. She felt the money was well spent on training TA staff and resulted in delivery of excellent interventions which were working.</p> <p><b>Governors commented on the need to retain these interventions despite budgetary pressures.</b></p> <p>Governors noted the report.</p>	
13/3/25	<p><b><u>STAFFING UPDATE</u></b></p> <p>Governors had been updated on staff changes via the Staff bulletin.</p>	
14/3/25	<p><b><u>HEALTH AND SAFETY – PAPERWORK CHECK</u></b></p> <p>The paperwork check report had been circulated.</p> <p>The Head highlighted that the issues highlighted for action were being dealt with. The Fire Risk Assessment was due in the Spring Term; however, the Health and Safety Advisor had left and a new one had been appointed so there could be a delay.</p>	
15/3/25	<p><b><u>DATES OF MEETINGS</u></b> (all virtual)</p> <ul style="list-style-type: none"> <li>• Tuesday 6 May 2025 at 5.30pm (Bank Holiday Monday ) Outturn and Start Budget</li> </ul> <p>Monday 30 June 2025 at 5.30pm</p>	
16/3/25	<p><b><u>URGENT BUSINESS</u></b></p> <p>None</p>	

Meeting finished 6.50pm

ACTIONS from this meeting:

Reference	Action	Responsible	Date
7/3/25	PTA item on FGB Agenda and impact assessment of the potential loss of the PTA	RC	March 25
8/3/25	The Head would communicate an increase in the price of a School meal to Parents.	HT	April 25
11/3/25	Review Contracts - To be added as a standard agenda item.	Clerk	Ongoing