

**EASINGWOLD COMMUNITY PRIMARY SCHOOL MINUTES OF RESOURCES COMMITTEE HELD
VIRTUALLY ON MONDAY 25 NOVEMBER 2024 AT 5.30 PM**

Governors Present:

Becky Cooper (BC)
Alison Cottrell (AC) Head
Edward Fenning (EF) Chair
Becca Floyd (BF)
Toni Potter (TP)

In Attendance:

Lesley Barber (clerk)
Angela Ratcliffe (Bursar)
Donna Wass (Teacher and Sports Lead)

| No. | Item | Action/ Date |
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| Edward Fenning in the Chair | | |
| 1/11/24 | <p><u>WELCOME AND APOLOGIES</u></p> <p>There were no apologies.</p> | |
| 2/11/24 | <p><u>DECLARATION OF INTERESTS AND REMINDER OF CONFIDENTIALITY</u></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> | |
| 3/11/24 | <p><u>CONFIDENTIAL ITEMS</u></p> <p><i>The following items were agreed to be confidential and would be excluded from the public minutes: Staffing Update and Confidential Minutes</i></p> <p><i>Governors were reminded not to discuss any business from the Board meetings with family members or friends.</i></p> | |
| 4/11/24 | <p><u>NOTIFICATION OF URGENT BUSINESS</u></p> <p>There were two items of Urgent Business:</p> <ol style="list-style-type: none"> a) Pupil Premium Strategy (missed off the agenda in error) b) Tree Quotations | |
| 5/11/24 | <p><u>MINUTES OF MEETING HELD ON 7 OCTOBER 2024</u></p> <p><i>Agreed: That</i></p> <ol style="list-style-type: none"> <i>a) the Public minutes of the meeting held on 7 October 2024 were agreed to be a correct record; and</i> <i>b) the Confidential minutes of the meeting held on 7 October 2024 were agreed to be a correct record.</i> | |
| 6/11/24 | <p><u>SPORTS PREMIUM</u></p> <p>Miss Wass updated Governors at the meeting, her written report was also shared with them via Google Drive. A summary is given below:</p> <ul style="list-style-type: none"> • Budget £18,500 for the year (2nd amount to be paid to school around March) | |

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| | <ul style="list-style-type: none"> • Spend £11,985.71 • Remaining: £6,514.29 <p>Main Spending:</p> <ul style="list-style-type: none"> • Sports Specialist £8.8k. He provided CPD (Continuous Professional Development) to staff through leading PE Lessons. Staff support him delivering lessons. He also provides some lunchtime sessions and after school clubs. • Swimming – Year 5 and 6 Swimming catch up sessions - Summer Term. There were 27 children in Year 5 and 6 who were unable to swim 25 metres using a range of strokes. The cost of this service includes a one-to-one swimming teacher for 5 weeks to support SEN child. Some would need to continue with lessons in the Summer and some would achieve the goal of 25m. • Transport to tournaments, some sharing with Forest of Galtres School to cut costs. • Equipment purchased to ensure each child has their own ball in each lesson. • Of the remaining budget there would be spending on tournaments such as netball, cricket and dodgeball. • Any remaining funds would be put towards orienteering sessions. <p>Governors asked the following questions:</p> <ul style="list-style-type: none"> • Does the cost of the specialist PE teacher include access to tournaments in York? DW confirmed that this was the case. Tournaments in Hambleton area were also accessed but this was done through links with individual schools. • Was it possible to carry over any underspend? The Bursar did not think that this was possible, accounting for this spending was made more difficult as this funding related to academic years and must be spent during that year, this wasn't the same as the financial year of course so was somewhat confusing. <p>Governors thanked Miss Wass for her presentation and attendance at the meeting. <i>Agreed: That the report was noted.</i> <i>Miss Wass left the meeting.</i></p> | |
| 7/11/24 | <p><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></p> <p>The list of action points which were not dealt with elsewhere on the agenda were updated as follows:</p> <p>All matters were dealt with under separate agenda items.</p> | |

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| 8/11/24 | <p><u>REVISED BUDGET</u></p> <p>Governors considered the Revised Budget for 2024-2027. The Bursar highlighted the following:</p> <ul style="list-style-type: none"> • The budget had been updated with any known changes which had occurred since the Start Budget had been set. • The funding formula for future years was unknown. • Staffing structure going forward remained the same for this Budget. • The In-Year deficit was in part due to transfer from Revenue to Capital Budget, this was still covered by the carry forward balance. • A small deficit was predicted in Year 3; however, there were many possible changes which could impact this. This should be reviewed when the Start Budget was prepared next year. <p>Governors asked questions as follows:</p> <ul style="list-style-type: none"> • Why were teaching support hours up in January and then reduced in September? The Head explained that this was due to a temporary one-year post. There was a confidential discussion about staffing which is reported in the Confidential Minutes. <p><i>Agreed: That the Board be recommended to approve the Revised Budget as printed.</i></p> | Revised Budget to FGB for approval. |
| 9/11/24 | <p><u>BENCHMARKING</u></p> <p>Governors received reports comparing spending (Outturn March 24) with similar schools in North Yorkshire and also nationally from the DfE. The Bursar went through the main results, there was nothing particularly concerning which didn't have a satisfactory explanation.</p> <p>The Chair noted that there appeared to be an anomaly with figures for teacher salaries as the figures between the two years were widely different. He also commented that the pupil to staff ratios were higher than average. The Head did not feel that this was currently a problem.</p> <p><i>Agreed: that the reports were noted.</i></p> | |
| 10/11/24 | <p><u>SOLAR PANELS</u></p> <p>The Chair reported back:</p> <ul style="list-style-type: none"> • He was struggling to identify project management assistance for this project. He had been in touch with NYC and needed to follow this up and also contact Crayke School to ask how they had project managed their Panel installation. • This would add significantly to the cost of the Panel installation and information was needed on what the financial impact would be. <p><i>Action: EF to contact Crayke and NYC Property Services to identify Project Management costs and report back to the next meeting.</i></p> | EF to report back to the next meeting on Project Management costs. |
| 11/11/24 | <p><u>STAFFING</u></p> <p>This report was confidential.</p> | |

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| 12/11/24 | <p><u>POLICIES</u></p> <p>a) Charging and Remissions Policy – this was on the agenda in error, it had been approved by FGB in October.</p> <p>b) Pay Policy</p> <p><i>Agreed: That the Pay Policy was recommended to the FGB for approval.</i></p> | Pay policy to FGB for approval |
| 13/11/24 | <p><u>HEALTH AND SAFETY</u></p> <p>The Head reported that the paperwork check had taken place that day, there were only a few minor issues. The report would be circulated to Governors and discussed at the next meeting. There were a number of training courses (Fire Safety, Manual Handling and Working at Heights) which were due to be completed and these had been scheduled for after the Easter Holidays. There had been a delay putting them in the diary due to the number of staffing changes in the Health and Safety Advisory service at NYC.</p> <p>The Head reported that Fire Drill had been completed and the Lockdown practice would take place before Christmas.</p> | Paperwork Check to the next Resources Cttee. |
| 14/11/24 | <p><u>DATES OF MEETINGS (ALL VIRTUAL)</u></p> <p>Monday 10 March 2025 at 5.30pm (EF unable to attend) SFVS</p> <p>Tuesday 6 May 2025 at 5.30pm (Bank Holiday Monday) - Outturn and Start Budget</p> <p>Monday 30 June 2025 at 5.30pm</p> | |
| 15/11/24 | <p><u>URGENT BUSINESS</u></p> <p>a) PUPIL PREMIUM STRATEGY 24-27</p> <p>The PP Strategy had been circulated to Governors. The statement details the school's use of pupil premium (and recovery premium) funding to help improve the attainment of our disadvantaged pupils. Toni Potter highlighted the following:</p> <p>The main challenges had been identified as:</p> <ol style="list-style-type: none"> 1) Language: Assessments, observations, and discussions with pupils indicate underdeveloped oral language skills and vocabulary gaps among many disadvantaged pupils. These are evident from Reception through to KS2 but in general are more prevalent among our disadvantaged pupils than their peers 2) Reading, Writing and Maths achievement for our disadvantaged pupils sits below our non-disadvantaged pupils. On entry to school the gap is already apparent, with some year groups dramatically increasing in numbers throughout primary school. This is impacting progress measures at the end of KS2 3) Attendance & punctuality: There is an attendance gap of 1.52% between disadvantaged and non-disadvantaged pupils, with 21.69% of these pupils being persistently absent. Additionally, | |

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| | <p>lateness is also impacted, with 78 additional lates to their non PP counterparts. Attendance and punctuality is impacting disadvantaged pupils' progress and achievement.</p> <p>4) Social, Emotional and Mental Health (SEMH): Since the pandemic staff observations, pupil voice and discussions with parents have highlighted the impact upon pupils wellbeing. School has noted increased referrals for additional classroom support and an increased demand upon SLT time to support pupils who are finding it difficult to self-regulate within learning time.</p> <p>Budget:</p> <ul style="list-style-type: none"> • Approximately £17.5k had been allocated for training for staff. • Targeted academic support (for example, tutoring, one-to-one support structured interventions) Budgeted cost: £98,000 • Wider strategies (for example, related to attendance, behaviour, wellbeing) Budgeted cost: £6,400 <p>It was noted that many of the interventions and support also benefitted non-PP children as well.</p> <p><i>Agreed: That the PP Strategy was noted.</i></p> <p>b) TREE SURVEY</p> <p>The Head had circulated a Tree Survey and quotation. Governors were asked to consider a suitable approach.</p> <p><i>Agreed: That Governors supported the proposed investigation of the tree roots and would receive an update at the next meeting.</i></p> | <p>HT to commission a survey of the tree roots. Update on Tree Survey at the next meeting.</p> |

Meeting finished 16:40

ACTIONS from this meeting:

| Reference | Action | Responsible | Date |
|-----------|-------------------------------------------------------------------------------|-------------|----------|
| 8/11/24 | Revised Budget to FGB for approval | EF | Dec 24 |
| 10/11/24 | EF to report back to the next meeting on Project Management costs. | EF | March 25 |
| 12/11/24 | Pay Policy to FGB for approval | EF | Dec 24 |
| 13/11/24 | Paperwork Check to the next Resources Cttee. | | |
| 15/11/24 | Commission a survey of tree roots. Update on Tree Survey at the next meeting. | AC | March 25 |

