

**GOVERNING BODY OF
WILBURY PRIMARY SCHOOL**
Wilbury Way, London, N18 1DE
Telephone No: 020 8807 5335



FINANCE AND PREMISES COMMITTEE
24 May 2018 AT 6.30pm

Minutes – Part 1

Membership:

Leon Levy (Chair)
Patricia Hanton
Gary Christofi
Natasha Fields
Kate Turnpenney (Headteacher)
**Abdul Abdullahi*

**Italics denotes absence*

In attendance:

Anu Chopra – School Business Manager
Saru Balakrishnan – Clerk

1. Apologies

1.1 Apologies for absence were received in advance from Abdul Abdullahi.

2. Declaration of Interest

2.1 There were no declarations of interest for items on the agenda.

3. Minutes

3.1 The Part 1 Minutes of the previous meeting were agreed as a true and accurate record subject to amendment on p.2 paragraph 5a change to “in view of” **ACTION Clerk**. Part 2 Minutes were agreed as an accurate record.

4. Matters Arising

5.b – Site Manager, two people are on site until 5.30pm. At night time there is a sequential alarm which links to the police.

Governors **asked** if school meals take up has dropped since the price increase. No, the cost went up by 15p.

5.d – Planned works went well. The outdoor gym went in over the Easter holiday.

P.5 item ii of the previous Minutes, the budget share was unjust - KT has emailed, to suggest that the number of children is taken into account when allocating budgets if the number of roll has fallen.

Floodlights – the EFA won't fund them.

MAT update – this won't happen in September. The DfE are working on Academies who are not managing well at the moment. It is likely to progress by January 2019. The school's budget will be put to the Trustees. All five schools will be doing the same.

5. Premises Report

Fire Alarms – the school went to the Borough who put this work out to tender. The school is waiting to hear from the selected contractor and are hopeful work will start at the beginning of the holidays. The LA will be paying most of the cost, the school will have to pay the Project Management cost.

The Friends of Wilbury are purchasing an outside classroom for the school.

Heating and Sump Pumps – the school has saved £1,250, all are working well.

Roofing work is being done on the flat roof during the half term break.

Health and Safety Report – this was circulated in advance of the meeting.

6. Finance

End of Year Budget was circulated. It is done in the format required by the LA. P.2 shows the total capital of £14k being carried forward which was not spent during the year.

Revenue was £238,307.17 and the total balance which went to the LA was £252,742.40.

Governors **asked** do the LA just accept the figures. No, they will question the school on anything they are not clear about or which does not look right.

2018/19 Budget – paper circulated which gives the total income from the LA. The initial budget was circulated.

Pupil Premium is less than the LA had suggested, line IO5 £487k. As this figure is likely to reduce, AC has used the figure of £425k to ensure prudence.

In 2019/20 the carry-over would be £158,931.03. The following year the school would be in deficit, which was anticipated.

The situation is fluid and the school is in a better position than had been thought. There has only been one redundancy, of a TA, which has been budgeted for.

There are a number of spaces in Reception but the figure is better than last year with 10 spaces against 20. The school has circulated something about 30-hour nursery provision to establish interest.

The school has a 90 place Nursery and there are 64 on the list at the moment. The gaps could be filled with 30 hours' places.

A large advert for the school will be placed outside Asda at the beginning of August to attract applicants for next year.

SLAs and Contracts – paper circulated. There has not been much change. There is a saving of approximately £5k, a few things have been cut and the cost of everything has gone up.

There is a new photocopier agreement with a five-year contract and no maintenance charge.

The school will save money on paper as everything is now emailed.

Governors **AGREED** the above.

Provider list was circulated. There is a threshold allowed per supplier and the school would like to continue this. Governors **AGREED**.

Breakfast club is charged at £1.50, it was put up from £1.00 in 2016/17. This year it has made a loss of over £3k as staffing costs have gone up. The school proposes putting the charge up to £2.00. Governors **AGREED** subject to discretion being used as appropriate. This increase would mean the club would break even.

School Uniform – the cost of items has gone up by between 20p and 50p per item as the suppliers have put their prices up. Governors **AGREED** the increase with effect from 1 June.

Governors **asked** if the school holds second hand uniform sales. Second hand uniform is used as stock in the medical room with surplus being sold at the Summer Fair. The school will see if there is enough surplus stock to hold a uniform sale.

School Meals – these are charged at £2.20 and the cost to the school is £2.47. Putting the price up to £2.30 would give a loss of £9k over the year. Governors **AGREED** the increase to £2.30. Thanks, were given to Claire Griffin for her hard work on this budget. Governors noted that good management has reduced the school's deficit.

7. Policies

Charging and Remissions – no changes. Governors **AGREED** this policy.

8. Date of Next Meeting

To be advised.

There being no further business the meeting closed at 7.40pm.

Signed (Chair).....Date