



**Part 1 Minutes of the Meeting of the
FINANCE, BUILDINGS & STAFFING COMMITTEE
of Lower Peover CofE Primary School**

Date:	Friday 7 th October 2022 at 9.30am	
Venue:	School	
Present:	Louise Lawton LL Chair Sharon Dean SD Graham Norbury GN Debbie Rutter DR	Foundation Governor Headteacher Foundation Governor Local Authority Governor
Apologies:	Peter Longinotti Alun McIntyre	Foundation Governor Co-opted Trustee
Absent:	None	
In Attendance:	Jo Tinker JT John Addison JA	School Bursar Clerk to the Governors

The meeting met its quorum.

Decisions, actions and areas of challenge during discussions indicated in bold text.

Agenda item 1	WELCOME AND APOLOGIES FOR ABSENCE
Discussion:	The meeting was opened with a prayer. Apologies were received from Alun McIntyre and Peter Longinotti.
Resolved:	That the apologies be accepted.
Agenda item 2	DECLARATION OF PECUNIARY, PERSONAL OR EDUCATION INTEREST
Discussion:	None declared.
Agenda item 3	DECLARATION OF ANY OTHER BUSINESS
Discussion:	Part 2 Staffing Issues.
Agenda item 4	MINUTES OF THE LAST MEETING of 7th MAY 2022
Discussion:	The minutes of the previous meeting of 7 th May 2022 had been circulated to Governors prior to the meeting. Governors received an update on the drainage situation.
Resolved:	That the minutes of the meeting of 7th May 2022 be approved as a correct record.
Agenda item 5	ACTION LOG
Discussion:	The Action Log would be reviewed and updated.
Resolved:	That the action log as updated be noted.

Agenda item 6	FINANCE MATTERS											
<p>Discussion:</p>	<p><u>Budget Update</u> LL reported on the outcomes of the meeting with the local authority Budget Officer:-</p> <ul style="list-style-type: none"> • An additional £24,000 had been put into the budget for 2022/23 and 2023/24 to cover increased energy costs and block funding; • 17% back pay built into the 2022/23 budget; • 46% increase in electricity costs in 2022/23; • An extra £6,000 had been included for oil, £3,000 for electricity and £1,500 for water; • Inflation of 2% had been built into the 2022/23 and 2023/24 budgets; • Funding was expected for the Ukrainian child in Yr4; and • A 5% uplift on scale M6 and above and a 3% uplift on M5 and below. • 1.75% had been budgeted for the increase in Support Staff salaries but this was likely to be 6% with School funding the shortfall. <p>This had the following impact on the projected carried forward figures of: -</p> <table border="1" data-bbox="373 714 1002 792"> <thead> <tr> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>2024-25</th> </tr> </thead> <tbody> <tr> <td>£187,086</td> <td>£113,163</td> <td>£33,447</td> <td>-£65,422</td> </tr> </tbody> </table> <p>School had also lost 3 pupils which would have a significant impact on the Budget.</p> <p><u>Preparation for SFVS</u> JT advised that this was well underway</p> <p><u>Diocesan Loan</u> The Committee was advised that the 10% contribution required from schools to undertake capital works via a Diocesan Loan now needed to be paid “up front” as opposed to on completion. Governors were advised that the toilet facilities at the school for both staff and pupils were becoming unsatisfactory</p>				2021-22	2022-23	2023-24	2024-25	£187,086	£113,163	£33,447	-£65,422
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£187,086	£113,163	£33,447	-£65,422									
<p>Resolved:</p>	<ol style="list-style-type: none"> 1. That the budget position be noted. 2. That preparations for the SFVS be continued 3. That the position regarding Diocesan Loans be noted. 4. That the School Business Manager seek quotations for the costs of replacing the toilets. 											
<p>Action:</p>	<p>What:</p>	<p>Who:</p>	<p>When:</p>									
	<p>Quotations be sought for the costs of replacing the school toilets.</p>	<p>JA</p>	<p>ASAP</p>									
Agenda item 7	PREMISES REPORT											
<p>Discussion:</p>	<p>JT updated the Committee on work undertaken by the Site Manager around school during the summer break.</p> <p>These included :</p> <ol style="list-style-type: none"> 1. Assisting with classroom moves 2. Painting classroom walls 3. Working with staff to create EYFS classroom & outdoor area during summer holidays 4. Being on site and supervising repairs to guttering and car park refurbishment 5. Dealing with ongoing issues with the external drains/toilets – continuing to unblock 6. Repairing damaged classroom units & furniture 7. Creating Pigeonholes for lost property 											

	8. Monitoring swimming pool construction 9. General maintenance inside & outside school 10. Ongoing tidying of woods for Forest School.
Resolved:	That the report be noted.
Agenda item 8	DISPOSAL OF ANY ITEMS LISTED IN THE ASSET REGISTER
Discussion:	None required.
Agenda item 9	POLICIES
Discussion:	There were no policies for renewal.
Agenda item 10	BALANCES IN GOVERNORS ACCOUNTS
Discussion:	Governors were advised of the following account balances: - <ul style="list-style-type: none"> • Current Account £7,094.19 • School Fund £6,314.14
Resolved:	That the report be noted.
Agenda item 11	TRUSTEE UPDATE
Discussion:	In the absence of AM this item was deferred to the FGB, however the Committee thanked the Trustees for purchasing the Bibles for the Reception Class.
Agenda item 12	DATES OF FUTURE MEETINGS
Discussion:	10 th February 2023 at 9.30am