



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

Date:	Friday 8 th October 2021 at 10.15am	
Venue:	Via Zoom and at Lower Peover C of E Primary School; Headteachers Office	
Present:	Louise Lawton LL Chair of Cttee Sharon Dean SD Graham Norbury GN	Foundation Governor Headteacher Foundation Governor
Apologies:	Debbie Rutter Peter Longinotti Alun McIntyre	Parent Governor 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 Debbie Rutter Alun McIntyre and Peter Longinotti.
Resolved:	That the apologies be accepted.
Agenda item 2	DECLARATION OF PECUNIARY, PERSONAL OR EDUCATION INTEREST
Discussion:	LL declared that she had worked at the school for 6.5 hours out of a possible 500 hours. There were 493.5 hours remaining.
Resolved:	That the declaration be noted.
Agenda item 3	DECLARATION OF ANY OTHER BUSINESS
Discussion:	None
Agenda item 4	MINUTES OF THE LAST MEETING of 11th February 2020
Discussion:	The minutes of the previous meeting of 11 th February 2020 had been circulated to Governors prior to the meeting.
Resolved:	That the minutes of the meeting of 11th February 2020 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						
Discussion:	<p><u>Budget Update</u> LL presented the current details in the 3year budget plan.</p> <p>Attention was drawn to the projected carried forward figures of: -</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> </tr> </thead> <tbody> <tr> <td>£168,271</td> <td>£126,711</td> <td>£80,954</td> </tr> </tbody> </table> <p>The significant decrease in the carry forward in 2023/24 could be attributed to the introduction of a minimum £30,000 starting salary for Newly Qualified Teachers</p> <p>Pupil numbers were 199 on Census Day and the budget was based on this number. Catch-Up funding in future years would be for Pupil Premium children only at around £2,000 in total . However. School had some residual Catch-Up funding from 2020/21 which would be carried forward. A PE Grant of £10,400 was expected.</p> <p>School was expected to undertake an evaluation of the extra tutoring put in place via Catch-Up funding and this would be delivered via a Covid Impact Report.</p> <ul style="list-style-type: none"> • The committee was advised that 2020/21 Period 9 Budget Update; • Preparation for Completion of SFVS; and • New Funding Stream from Diocese – LCVAP <p>had been dealt with by the FGB.</p>	2021-22	2022-23	2023-24	£168,271	£126,711	£80,954
2021-22	2022-23	2023-24					
£168,271	£126,711	£80,954					
Resolved:	That the budget position be noted.						
Agenda item 7	PREMISES REPORT						
Discussion:	<p>JT updated the Committee on work undertaken around school during the summer break. JT advised that school still had issues around its lighting as sourcing replacement fluorescent tubes would not be possible. A meeting was to be arranged with AM to discuss the installation of LED lights together with the possibility of equipping the school with solar panels.</p> <p>A number of issues were still outstanding including</p> <ul style="list-style-type: none"> • The state of the path towards the woods in the junior play area • Discussions with the Trustees about the damp in the kitchen • The drain issues on the playground had still to be resolved • The wall at the front of the school continued to deteriorate. <p>The Committee was also advised that the school’s consultants Cassidy and Ashton had still not reported on the possible roof replacement project and work to the car park. In addition, discussions needed to be held around increasing the size of the school hall as legally, it was not the size it should be for a school the size of Lower Peover.</p>						
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:	The Pay Policy had been circulated and approved by the Pay Committee Governors prior to the meeting.
Resolved:	That the Pay Policy be approved.
Agenda item 10	BALANCES IN GOVERNORS ACCOUNTS
Discussion:	Governors were advised of the following account balances: - <ul style="list-style-type: none"> • Current Account £4082.83 • Deposit Account £3872.14 • Trustees and Governors Account (joint car parking fund) £12937.52 • School Fund £9528.807
Resolved:	That the report be noted.
Agenda item 11	TRUSTEE UPDATE
Discussion:	In the absence of AM this item was deferred.
Agenda item 12	DATES OF FUTURE MEETINGS
Discussion:	25 th January 2022 at 9.30am