

## **Finance, Premises and Personnel Committee – Minutes**

### **24 May 2021**

#### **Attendance – online Zoom meeting**

Governors - Claire Bolderson, Sajni Patani, Dan Hamilton, Bhavini Shah, Mandy Leatham (in part)  
Mark Owen, Headteacher  
Sara Wright, Business Manager

#### **1. Update on Finance Audit**

- Audit was completed, but then Sara received a letter saying that the LEA had changed their methodology and were asking further questions. Sara pushed back (as the audit had already been concluded), and LEA then agreed to drop the matter. No further actions required.

#### **2. 2021/22 Budget**

- Main changes since last review:
  - o Reduction in E07 as there will only be 2 midday meals positions post restructure, not 3
  - o Increase in E28a, which includes slightly higher redundancy costs plus expenses for educational psych.
- Business Rates – Sara confirmed there is income matching the expense in the budget, so net impact on the budget is nil
- Governor questions why there was no inflation for energy/catering supplies. Sara explained that Islington manages the account, and Sara does not have control over this. Energy costs are looked after centrally by the LEA, they send an estimate to Sara once a year, so cannot predict changes for future years.
- Supply teacher insurance claims – currently have no unplanned claims to put forward (last year was because there were 2 teachers shielding), so this income is not included. Maternity insurance income is in I10 (for known amounts).
- Budget is based on info we have at time budget is set – not encouraged to predict for future maternity/illness etc and factor in costs/income from claims related to this. We are not required to build in contingencies for unknown items.
- The governors voted on whether they approve the 2021/22 budget. All present governors were in agreement.

#### **3. Update on planned restructure**

- Letters went out to impacted staff on Friday
- First meetings held on Monday 24th by Mark and Sara – this is the start of the restructure process, and Mark will continue to keep governors updated.

#### **4. FoG**

- Claire and Bini discussed that we are reliant on parent group FoG for a lot of valuable things for children, and it is not in good shape/functioning the way we want it to.
- Need to focus on reinvigorating parents not just for fund raising, but also in the context of rebuilding community spirit post Covid

- Bini will act as liaison and push FoG to move forwards
- In September, will aim to get new parents involved in fundraising.
- Mark would like to broaden this, so that we are not reliant on small core of parents who are leading FoG. Some parents have been asking Mark what they can do, e.g. interested in summer fair
- Bini – wants to put structure in place so chair of FoG is not responsible for everything.
- Ideas:
  - Remind people about ways to donate - things like AmazonSmile etc so parents can contribute when they are online shopping etc
  - Could a year group (children) manage stalls in conjunction with parents e.g. at a fair or on streets – could be quick win. Bini not convinced summer fair will happen as no planning on this to date.
  - Could arrange a lunch at school on weekend for parents, and encourage them to come along/purchase food and drinks to raise money (if summer fair does not happen). Focus on social side/mixing with each other to generate community feel rather than raising money like traditional summer fair.
  - Can we encourage parents who work for large corporates to get FoG logged with their company, and then allow for charitable donation matching – will increase value of donations for future events
- Actions:
  - Claire and Mark to put out notice in newsletter explaining budget and cuts and reliance on parents for donations. Remind people what FoG were doing pre pandemic (e.g. panto, field trips etc), and also how parents can continue to donate (Bini to provide links).
  - Mark, Claire, Candice to call meeting for FoG and encourage others to participate and help organise fundraising – Candice unlikely to continue beyond the end of this year, so need to encourage new parents to own going forwards.
  - Update website for details on FoG, how to contact etc as this is out of date – will help with big push in September when new parents join.