



Finance & Resources Committee

Minutes of Finance & Resources Committee Meeting
Monday 23rd April 2018, 3.45 pm

Present: Claire Frohnwieser (Chair) (CF), Michelle Masters (Headteacher) (MM), Becky Stewardson (BS), Stephanie Leary (SL) (School Business Manager), Nicola Penny (NP)

Apologies: Simon Brooks (SB), Clare Schofield (CS)

Not Present: Graham Rayner (GR)

	Action
Apologies for absence: Apologies received from SB and RN, apologies accepted	
Minutes from previous meeting and matters arising Outstanding actions arising from minutes of 13 th October 2017: <ul style="list-style-type: none"> • ESchools App (used for contacting parents) still proving problematic. Continuing to pay for Call Parents text system as more reliable. Parentmail system suggested as a good alternative. Sue Lunn to investigate impact of cancelling ESchools App and the cost of Parentmail. • SB to be asked to complete the latest benchmarking review. SL to forward log-on details • The gate of the school neighbour which opens onto school premises is to be nailed shut to avoid safeguarding issues 	<p>S Lunn</p> <p>SL</p> <p>MM</p>
The minutes were approved by the Committee and signed by CF	
2018/19 Budget review The budget was issued to Committee members prior to the meeting and queries were resolved by Sue Lunn. A summary of the reasons for variance between the new budget and the previous years' forecast are attached. A reduction in the Education Support Staff budget of £4,000 was agreed.	

The budget was not approved as there were some outstanding queries which MM needed to speak to S Lunn about. Approval deferred to the FGB (meeting planned for 27 th April 2018)	MM
Review of 3 Year budget plan Adjustments to the Education Support Staff budget were agreed to bring the future years budgets in line with current SEN numbers. S Lunn to incorporate into 3 year budget plan (attached).	S Lunn
Any Other Business Danielle Killick's back problems continue and it is likely that she will be unable to return to school this year. She has been referred to Occupational Health. MM to advertise for long-term leadership scale cover or consider a member of staff acting up; agency supply is covering currently. The meeting closed at 4.45pm.	MM

Signed.....Position.....Date.....