

**THE PEAK FEDERATION GOVERNING BODY  
RESOURCES COMMITTEE – GRINDLEFORD PRIMARY SCHOOL MINUTES**

Committee: Resources  
(Finance, Personnel, Site Specific H&S, Premises)

Date: 1<sup>st</sup> July 2024 **08:30 – 09:30**

Chaired By: Neil Roden

Clerked By: Beccy Ibbotson

<b>Committee Members:</b>	<b>Apologies for Absence:</b>
Kate Gemmell	Ed Allaway
Neil Roden	
Carolyn Downes	
John Irwin	

Agenda Items:	
<b>1. Welcome and apologies for absence</b>  Apologies received from Ed Allaway due to work commitments - <b>Accepted</b>  The meeting opened at 8.35am	
<b>2. Declaration of interest in any of the agenda items for this meeting</b> No declarations of interest received.	
<b>3. Any other urgent business</b> None noted.	
<b>4. Minutes of previous meeting and matters arising</b>  a. <b>Minutes 2024-04-25 GPS Resources – Received and Approved</b>	
<b>5. Correspondence</b>  a. Correspondence received (1/5/24) from the case worker of Sarah Dines (local MP) sharing the reply received from DCC regarding the pressure on school budgets. <b>Received and Acknowledged</b>  b. Annual Budget Plan 2024 – 2025 (Annex 1) acceptance letter received 15/5/24 <b>Received and Acknowledged</b>  c. The Snippet May Edition – <b>Received and Acknowledged</b>  d. Local Government pay award April 2024 (including school support staff) Email 04/06/24 - <b>Received and Acknowledged</b>	
<b>6. Finance including external sources of funding</b>  a. <b>2024/2025 Budget Annex 1 and 5 documents and Staffing document – Taken to FGB (7/5/24) for approval and budget uploaded into SAP Actioned</b>  b. <b>SAP Budget Report – Received and Approved</b>	

Snapshot –

Governor Budget Report - Received and Approved  
Send to FGB

A discussion was had regarding the number of children and the impact on the budget. The changes to pupil numbers and the impact on SEN funding has been incorporated into the new budget figures. The governors recognised that there is a considerable impact on the future budget.

No further appointments will be made at this stage. The staff profile will continue to be reviewed.

c. DFC Report – Received and Approved

d. Option 1 Report – Received and Approved

e. SEN Funding - as previous discussed it was acknowledged that the level of SEN funding will reduce but we will continue to apply for inclusion funding and EHCP support where applicable.

f. Develop a plan for the renewal of IT equipment to try and avoid future peaks.  
Proposal to purchase 6 x chrome books a year financed from the DFC fund. To be reviewed in September Ongoing

g. GPS Sports Premium funding report – Received and Approved  
To be uploaded onto the website – Action

h. Form A GPS Period End (Imprest Account) Received and Approved

i. Property Package Statement Received and Approved

j. Inventory to be recycled and destroyed – Received and Approved

k. KG has secured a science grant of £400 from the Edina Trust as part of the ENTHUSE Partnership. School has used this to buy lots of very good quality science equipment including replacing all our capacity and length measuring equipment, filtering equipment, bug pots and a 1/2 size skeleton.

<p>l. Noted that an advert is being developed to be placed in the press celebrating the children's success at the recent EIS event. A Facebook page has been created to help market the school and an advert is being produced that can be shared on social media platforms.</p>	
<p><b>7. Human resources</b></p> <p>Staff absence report – Received and Approved</p> <p>Staff sickness information – Received and Approved</p> <p>[REDACTED]</p> <p>Meeting to be held with staff to set out the plan for staffing for the new academic year.</p>	
<p><b>8. Review Polices</b></p> <p>a. GPS Health &amp; Safety &amp; Well Being Audit - Received and Approved Send to FGB</p> <p>b. GPS All Visits RA with mini bus / coach Received and Approved Send to FGB</p>	
<p><b>9. Health and Safety (Site Specific)</b></p> <p>Outside sink pipework repair outstanding – Ongoing</p> <p>Handle on PE store needs repairing - Ongoing</p> <p>Lightening Conductor repair work outstanding. Numerous attempts have been made to gain information of the breakdown of the quote – agreed that the work needs to be completed. One final attempt to be made to gain the necessary information for another company to supply a quote. It was agreed if this was unsuccessful then to proceed with the quote supplied - Ongoing</p>	
<p><b>10. Premises</b></p> <p>a. Removal of larch tree in trim trail being completed on Friday 24<sup>th</sup> May 2024 Actioned</p> <p>Work completed on the Quite Garden to cut back the vegetation Actioned</p> <p>b. Site issues - Ridge tiles need re pointing – Dalton Roofing &amp; Ridgeway has provided a quotation for consideration and three other companies have been invited to quote. Ballingtons, Peak Properties and Ridge Roofing contacted but not responded. Dalton to be contacted to advise is it is possible to quote for a 'dry ridge system' – Ongoing</p> <p>A discussion was held about having CCTV cameras on site and if this should be explored. See quotation from H Harold. Agreed that at this point in time it would not be a good use of finances. Possible alternatives to be explored - Ongoing</p> <p>Architect has been approached to look at alternative ideas for development. Visit has been completed. PTFA have taken the action to look at different ideas and get parent opinions on possible shelters. It was acknowledged that planning permission will be</p>	

<p>required due to the structure not being built in the same materials as the main building (stone with slate roof) - Ongoing</p> <p>c. Annual Insurance Renewal and Review – Governors asked the excess on the policy – The excess has been confirmed and is £250.00 on any claim Actioned</p>	
11. Inventory Report - Received and Approved	
<p>12. Safeguarding</p> <p>[REDACTED]</p> <p>No SAR requests have been received No GDPR breaches to note.</p>	
<p>13. AOB</p> <p>Proposed Dates for next year's meetings 8.30am at Grindleford Received and Approved</p> <p>Au1 Weds 2nd Oct 2024 Au2 Weds 4th Dec 2024 Sp1 Weds 29th Jan 2025 Sp2 Weds 12th March 2025 (Budget sign off) Su1 Weds 7th May 2025 Su2 Weds 2nd July 2025</p> <p>Proposed Dates for FGM (to be taken to FGB)</p> <p>Tues 15<sup>th</sup> October 2024 Tues 14<sup>th</sup> Jan 2025 Tues 25<sup>th</sup> March 2025 (Budget) Tues 15<sup>th</sup> July 2025</p> <p>Insurance certificate – Received and Approved</p> <p>14. Grindleford Community Fund – Carnival Committee are able to fund a project in school. School would need to apply for funding for a particular project – Kate to contact the Playing Fields Committee to explore the renewal of the tennis courts on the playing fields – Ongoing</p> <p>15. What have we done for the children of GPS at this meeting?</p> <ul style="list-style-type: none"> <li>Reviewed and approved the budget report</li> <li>Looked at different strategies that ensure that we can continue to run a three class school</li> <li>Reviewed and approved the H&amp;S &amp; Wellbeing audit to be taken to FGB for ratification</li> <li>Reviewed the financial priorities of the building and made the decision that CCTV is not currently a priority</li> <li>Explored different ideas for an outdoor structure / shelter.</li> </ul>	

**Summary of Key Points to be noted by the Governing Body:**

Updated budget report to be reviewed.

Sports Premium document reviewed and approved.

Several items of inventory have been destroyed and the Inventory record has been reviewed and approved.

Roof quotations are being explored to repoint the ridge tiles.

Work continues on development ideas for a shelter in the outside space.

**Decisions/Recommendations to be considered by the Governing Body:**

GPS Health & Safety & Well Being Audit - To be ratified by FGB

GPS All Visits RA with mini bus / coach To be ratified by FGB

Proposed Dates for FGM - To be taken to FGB

Governor Budget Report - To be ratified by FGB

**Agreed Date of Next Meeting – Weds 2nd Oct 2024**