

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

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

Date: 4<sup>th</sup> December 2024 **08:45 – 09:45**

Chaired By: Neil Roden

Clerked By: Beccy Ibbotson

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

Agenda Items:	
<b>1. Welcome and apologies for absence</b> The meeting opened at 08:49  John Irwin & Kate Gemmell joined remotely.	
<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. Minutes 2024-10-02 GPS Resources – <b>Received and Approved</b>	
<b>5. Correspondence</b>  a. The Snippet October Edition – <b>Received and Acknowledged</b>  b. Letter to schools – meal charging mechanism- Strategic meeting held on 2024-11-12 – See separate minutes.  c. Write to the local MPs as The Peak Federation regarding this issue – <b>Actioned letter sent to Jon Pearce and John Whitby on 22/10/24</b> Email received from Sarah Halliwell Caseworker from John Whitby's office on 27/11/24. KG spoke to Sarah on 29/11/24 to discuss this issue as well as SEND. Sarah contacted DCC Catering directly and following this Catering have contacted us and booked a meeting with Kate on Friday 6/12/24. The information on pricing for both GPS and BPS should be supplied before the meeting - <b>Ongoing</b>  d. Email to DCC Catering asking for an update 6/11/24 & email from Catering apologising for the delay 2/12/24 - <b>Received and Acknowledged</b>	

e. Autumn Budget for Schools email from Education Secretary 01/11/24 - Received and Acknowledged

f. The Snippet November Edition – Received and Acknowledged

## 6. Finance including external sources of funding

a. SAP Budget Report – Received and Approved

Snapshot –

b. Governor Report – October 2024 – Taken to FGB (15/10/24) - Received and Acknowledged

c. Governor Report – December 2024 – To be emailed

Reported that we have welcomed two new in year starters who have moved into the area in Year 1 and Year 3.

A discussion was held in regards to staffing moving forward taking into consideration pupil numbers.

d. DFC Report – Received and Approved

A discussion was had to look at the refurbishment of the Class 3 area – quotations to be gained – Ongoing

d(a). Lighting to be upgraded in the school to a LED lighting scheme – to be funded through DFC. A quote was gained in May 2023 priced at [REDACTED] excluding VAT. BI obtaining an updated version to be considered – Governors suggested getting an alternative quotation from a private company – Quotation to be put to PTFA to see if they will help to support the project - Action ongoing

e. Option 1 Report / Quarterly Derbyshire Property Package statement – Received and Approved

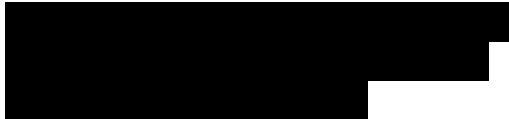
It is expected that a considerable charge will be made for the recent heating works.

f. SEN Funding

Errors on the live funding data has been made which has resulted in a one-off payment of £7113.68 for October, this is the shortfall between the £15,555 paid for the financial year 22/23 (£8506) minus the £1392.32 over payment for the financial year 23/24.

5.5 months has been removed that triggered the claw back of £7129.26 so this has also been received.

<p>Inclusion funding has been confirmed for a Year 3 of £2341.56 (15/10/24 - 14/10/25).</p> <p>g. 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 – Note – DCC IT advise moving away from chrome books and using laptops.</p> <p>Governors confirmed their support to move to laptops for pupils – PTFA have expressed that they want to support this project – Quotes to be sent to PTFA - Ongoing</p> <p>h. Pupil Premium signed statement Taken to FGB (15/10/24) - Received and Acknowledged</p> <p>i. National tutoring Year End – Notification that there is no claw back. Therefore, we can assume that full funding of [REDACTED] - Received and Approved</p> <p>j. School Financial Value Standards – Received and Approved – to be taken to FGB for ratification.</p> <p>k. Quotations for new staff laptops are being sourced. These are to provide new technology where staff are using machines that are almost 10 years old – governors supported gaining quotations for a high spec - Ongoing</p>	
<p><b>7. Human resources</b></p> <p>a. Staff absence report – Received and Approved</p> <p>b. Draft Teachers Pay award 2024 letter (sent 24-10-24 via email)– Received and Approved</p> <p>c. Support staff pay award 2024/2025 - Nov 24 - Received and Approved</p> <p>d. Teachers Pay Award 1<sup>st</sup> September 2024 Received and Approved</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>An advert has been placed to employ a TA on a fixed term basis until 31/8/24. The deadline has closed. Shortlisting and interview dates to be set – Ongoing</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>Governors discussed the possibility and feasibility of sharing resources / staffing hours across the two school which is the benefit of being in the federation.</p>	
<p><b>8. Review Policies</b></p> <p>a. Management of Sickness Absence – Advice and Guidance - Received and Approved</p> <p>b. Management of Sickness Absence Procedure - Received and Approved</p> <p>c. Single Central Record Guidance September 2024 – Received and Approved</p> <p>d. Teachers Pay Policy 2024 – final – covering letter –Received and Approved</p>	

<p>e. Teachers Pay Policy 2024 – final – statutory information and guidance – <b>Received and Approved</b></p> <p>f. Teachers Pay Policy 2024 – final – <b>Received and Approved</b></p>	
<p><b>9. Health and Safety (Site Specific)</b></p> <p>Handle on PE store needs repairing – Work completed on 4/12/24 - <b>Actioned</b></p> <p>Lightening Conductor repair work completed 26/11/24 - <b>Actioned</b></p> <p>An official compliant was logged by KG. A DCC Surveyor inspected the work that was completed on 28/11/24 - See Email – The contractors have since stated that the work had not been fully completed and they were revisiting and the price had been reduced (£240.00) Awaiting second visit - <b>Ongoing</b></p>	
<p><b>10. Premises</b></p> <p>a. 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 required due to the structure not being built in the same materials as the main building (stone with slate roof) - <b>Ongoing</b> It was noted that the Intervention room has provided additional space for interventions.</p> <p>b. Engineer to be asked to attend to see if the upstairs heating issues can be resolved – Heating issues resolved due to a loose wire being identified to the thermostat - <b>Actioned</b></p> <p>c. Annual Premises Review following landlord's visit - <b>Received and Approved</b></p> <p>d. Underfloor heating in Class 1 area repaired on Wednesday 20/11/24</p> <p>e. Sensors on the boiler were replaced on the 27/11/24 to try and resolve the boiler going to lock out.</p> <p>f. The fire alarm showed a fault during weekly testing on the 27/11/24. An engineer attended and the fault was traced to the sensor in Class 3 (which was the point tested that morning) - The sensor was replaced and the system was tested.</p>	
<p><b>11. Safeguarding</b></p> <p></p> <p>Noted that DCC are providing DSL training so training is up to date.</p> <p>a. Suspensions Report 12/11/24 - <b>Received and Approved</b></p> <p>Noted that EC is meeting with KG on the 12/12/24 to complete a SG review.</p>	

## 12. AOB

- a. Playing Fields Committee to be approached to explore the renewal of the tennis courts on the playing fields. Pavilion Open House meeting on Friday 6/12/24 which KG, NR, AC and CD are attending – Ongoing
- b. During an engineer visit on 27/11/24 it was confirmed that Grindleford are 3-2-1 back up compliant. We are fully on the Cloud and DCC IT confirmed that the backup runs through Red Store and gets duplicated on multiple Microsoft serves. In the event of a Cyber incident a backup could be retrieved.
- c. Breakfast Club Early adapters. BI has applied for Government funding for "Early Adopters to extend Breakfast Club Provision". Actioned

## 13. What have we done for the children of GPS at this meeting?

Looked at ways of reducing the school's carbon footprint by upgrading the light fittings to LED

Resolved the heating issues in both Class 1 and 3

Reviewed the budget and look at how sharing of resources across the federation could benefit the school.

Looked at updating laptops for both the staff and children

Reviewed the SFVS to ensure financial probity.

**Meeting Closed 09:44**

Minutes recorded as GPSR month year/ minute number e.g. GPSRDec24/1

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

DFC money to be used to finance lighting upgrade in school to the more efficient LED fittings.

Heating issues resolved.

Budget continues to be regularly reviewed, and options are being explored to share resources across the two schools.

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

SFVS to be taken to FGB

December Budget Report to be taken to FGB

**Agreed Date of Next Meeting – Weds 29<sup>th</sup> January 2025 08:45**