

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


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

Date: 7<sup>th</sup> May 2025 08:45 – 09:45

Chaired By: John Irwin

Clerked By: Beccy Ibbotson

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

Agenda Items:	
<p><b>1. Welcome and apologies for absence</b></p> <p>Neil Roden has sent his apologies. <b>Received and Approved</b></p> <p>The meeting opened at 8.49am.</p> <p>Due to Neil's absence John Irwin was appointed Chair of this meeting.</p>	
<p><b>2. Declaration of interest in any of the agenda items for this meeting</b></p> <p>No declarations of interest received.</p>	
<p><b>3. Any other urgent business</b></p> <p>None noted.</p>	
<p><b>4. Minutes of previous meeting and matters arising</b></p> <p>a. Minutes 2025_03_12 GPS Resources – <b>Received and Approved</b></p>	
<p><b>5. Correspondence</b></p> <p>a. Urgent Communication from the Education Data Hub regarding Integris – KG updated the governors that we have looked at the Arbor MIS system – <b>Action ongoing</b> – BI attending a webinar on Monday 15<sup>th</sup> May.</p> <p>b. The Snippet – March 2025 – <b>Received and Acknowledged</b></p> <p>c. Employer National Insurance Contributions Increases &amp; NI Contributions Grant Email from DCC - <b>Received and Acknowledged</b></p> <p></p> <p>d. EG148 2<sup>nd</sup> letter to all maintained schools – 2025 – 26 funding April 2025 - <b>Noted by governors as being more relevant to secondary schools.</b> – <b>Received and Acknowledged</b></p> <p>e. Governor Training Programme – Summer 2025 – <b>Received and Acknowledged</b></p>	
<p><b>6. Finance including external sources of funding</b></p>	

a. **Annex 1 and 5 documents** - Budget & Staffing Financial Year 2025-2026 – **Received and Approved** To be taken to FG for ratification / uploaded into SAP – **Action**

b. **SAP Budget Report** – **Received and Approved**

Snapshot –

A newsletter to go to parents thanking PTFA for all their support and outlining the pressure on school's financial situation (i.e. not funded for teacher pay increase and increase in energy costs) – **Actioned**

c. **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. Lighting to be upgraded in the school to a LED lighting scheme by Armes Electrical

The fuse box in the boiler room which was fitted when the extension was completed (2010) does not require any remedial work. The second, older fuse box is located in Class 3. This fuse box needs the trips to be upgraded to RCD types. We need 6 trips @ [REDACTED]. Work completed in the Easter holidays – **Actioned**

e. IMPREST Balance as at 01/04/25 [REDACTED] - Signed Form A - **Received and Approved**

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

g. **SEN Funding** – [REDACTED]

There are large delays in the process.

h. It was noted that the Goat funding application window opens early May KG / CD to complete the application form (bid up to £1000 to be placed) – KG to do the costing and CD to put forward the bid – Application submitted 8/5/25 - **Actioned**

i. Confirmation of funding bid approval and receipt of [REDACTED] oo from Cllr Ripton and Cllr O'Brien - **Received and Acknowledged**

j. Derbyshire Services for Schools purchases – **Received and Approved**

## 7. Human resources

<p>a. Staff absence report – Received and Approved</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
<p><b>8. Review Polices</b></p> <p>a. TPF DPIA CPOMS v1.6 – Received and Approved</p> <p>b. TPF Debit Card Policy (Feb 2025)- Received and Approved</p> <p>c. TPF School Dinner Money Policy - Received and Approved</p> <p>d. TPF Smoking Policy March 2024 – Received and Approved Governors noted there are no “No Smoking” signs around school. It was agreed that these are not to be installed as it is now widely accepted that schools are no smoking premises. School have not had to tell anyone to desist from smoking on school grounds. This is also detailed within our RAs.</p> <p>e. TPF Adverse Weather Snow and Ice March 2025 – Received and Approved</p> <p>f. TPF Hazards and Critical Control Points – Received and Approved</p> <p>g. DPH2025 – 3 Letter and Lockdown Template – Received and Approved</p>	
<p><b>9. Health and Safety (Site Specific) -</b></p> <p>The filter on Zip Water heater in the Intervention Rood was changed on 28/4/25.</p> <p>A Wasp nest has been discovered in the Gallop shed in the garden – Pest Control to be contacted - Action</p>	
<p><b>10. Premises</b></p> <p>a. PTFA have expressed an interest in upgrading the heating system in school. A parent who is an architect has visited and is going to report back on potential improvements – Ongoing</p> <p>b. Some posts on the fence between the playground and trim trail have started to rot / replace old gate with new section of fencing and install new gate at the top of the concrete steps – Quotation received from Eley Agri Services [REDACTED] - Received and Approved – Work to be booked in - Action</p>	

<p>c. Quote being sourced to install an outside tap on the bottom playground and to repair pipework to the outside sink – Ongoing KG to talk to children about walking up and down stairs – Action</p>	
<p><b>11. Safeguarding</b></p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>a. Suspensions Report 10/3/25 - Received and Approved b. Elizabeth Coe visited on Thursday 27<sup>th</sup> March 2025 to visit KG – Discussed the Safeguarding in school (vulnerable children, SEN, CIN, child protection, behaviour report, attendance) - Received and acknowledged</p>	
<p><b>12. Data Protection</b> No SAR requests have been received No GDPR breaches to note.</p>	
<p><b>13. Cyber Security</b> We have become a Police CyberAlarm member as part of the conditions outlined by the RPA Insurance – Received and Acknowledged</p> <p>Training to meet RPA criteria be completed by all staff and governors – Governors to complete at the next FG meeting – Action for staff to complete</p>	
<p><b>14. AOB</b></p> <p>a. School Trust fund – a discussion was held on the viability of setting up the scheme and how it would work – Ongoing b. Eyam CE Pre School Consultation April 2025 – KG to attend the consultation meeting – Ongoing Governors noted the potential impact this would have on our intake figures and the importance to review this once more information is gained.</p> <p>[REDACTED]</p> <p>e. Discussed that a review the Federation should be completed – to take to next FG meeting - Governors felt that a review at this time would be beneficial to evaluate the impact of the federation on the two schools - Ongoing</p> <p><b>15. What have we done for the children of GPS at this meeting?</b> Looked to secure finance options so that we can continue to invest in the children</p>	

Improved the energy efficiency in school – an action from the Climate Action Plan Ensured that the children in school are safeguarded Agreed the repair work for the fencing to ensure a safe site	
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**Meeting Closed 9.45am**

Minutes recorded as GPSR month year/ minute number e.g. GPSRMay25/1

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

LED lighting work completed during the Easter holidays.

[REDACTED]

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

**Annex 1 and 5 documents** - Budget & Staffing Financial Year 2025-2026 - To be taken to FG for ratification

Training to meet RPA criteria be completed by governors – Governors to complete at the next FG meeting

A review of the Federation to be completed at the next FG meeting

**Agreed Date of Next Meeting** – Weds 2<sup>nd</sup> July 2025 08:45