

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

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

Date: 2<sup>nd</sup> July 2025 **08:45 – 09:45**

Chaired By: Neil Roden

Clerked By: Beccy Ibbotson

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

Agenda Items:	
<p><b>1. Welcome and apologies for absence</b></p> <p>John Irwin sent his apologies; he is unable to attend due to an appointment. Apologies acknowledged and received.</p> <p>The meeting opened at 8.45am</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_05_07 GPS Resources - <b>Received and Approved</b></p>	
<p><b>5. Correspondence</b></p> <p>a. Arbor MIS system – DCC confirmed that the move to Arbor Core will be under the same contract with no change to price. Live date set as a Federation as 27/11/25, migration of data and training will begin 4 weeks before this date – <b>Action ongoing</b></p> <p>b. Education Secretary Update to School on Pay Awards 2025 – 26 – <b>Received and Acknowledged</b></p> <p>c. Early Years Sufficiency Assessment 080525 – <b>Received and Acknowledged</b> a conversation was held about what this means to GPS. The rules that govern the funding mean that we not are not eligible for National funding. A meeting is booked with the Sufficiency Team [REDACTED]. This will give us the detail / information if the funding criteria change – <b>Action ongoing</b></p> <p>d. School Budget Support Grant Email 020625 – noted it doesn't fully cover the cost to the school – <b>Received and Acknowledged</b></p> <p>e. The Snippet June – <b>Received and Acknowledged</b></p>	

<div><div>f. Extension to the Protection of Free School Meals (FSM) Email - Received and Acknowledged</div><div>g. Financial Monitoring Matters June 2025 – Received and Acknowledged</div><div>h. AI Compliance Newsletter - Received and Acknowledged Noted that Emma Coulson from Bamford on the research team for Teachmateai.</div></div>	
<div><div>6. Finance including external sources of funding</div><div><div>a. Annex 1 and 5 documents - To be taken to FG for ratification / uploaded into SAP – Actioned</div><div>b. Annual Budget Plan 2025-2026 (Annex 1) Letter of Receipt – Received and Acknowledged</div><div><div></div><div>Received and Acknowledged</div></div><div>c. SAP Budget Report – Received and Acknowledged Snapshot –</div><div>d. DFC Report – Received and Acknowledged</div><div><div></div></div><div>A discussion was had to look at the refurbishment of the Class 3 area – quotations to be gained – Ongoing</div><div>e. IMPREST Balance as at 30/05/25 = <div></div> - Received and Acknowledged</div><div>f. Option 1 Report / Quarterly Derbyshire Property Package statement – Received and Acknowledged</div><div><div></div></div><div><div>SEN Funding –</div><div><div></div><div></div><div></div><div></div></div></div></div></div>	

<p>h. Goat funding application submitted 8/5/25 - trustees meeting was on the 3<sup>rd</sup> June 2025 – the grant was approved and £1000.00 was received in the school account. Musical item to be order – <b>Action</b></p> <p>i. High Needs Contingency Funding Correction – [REDACTED] - <b>Received and Acknowledged</b></p> <p>j. Derbyshire Property Package year end statement for 2024/25 - <b>Received and Acknowledged</b></p> <p>k. Free School Meal (Eligible) and Universal Infant Free School Meal Charge Email 5/6/25 - <b>Received and Acknowledged</b></p> <p>l. Microsoft licensing x 8 purchase of [REDACTED] - <b>Received and Acknowledged</b></p>	
<p><b>7. Human resources</b></p> <p>a. Staff absence report – <b>Received and Acknowledged</b></p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>Redundancy process decision was communicated to staff on Friday 9<sup>th</sup> May 2025. Katie Adlington was offered the HLTA role. Amanda Bacon was unsuccessful and was offered the choice of redundancy or to take the TA Role at Grade 7 (with pay protection for 2 years at her current pay grade). She declined the role. Compulsory redundancy is effective as of 31/8/25.</p> <p>Governors expressed their thanks to the redundancy committee who undertook the process. It was completed in a timely and efficient manner</p> <p>b. Email from Phil Burrows confirming any shortfall in pension payment would be supported – <b>Received and Acknowledged</b></p>	
<p><b>8. Review Policies</b></p> <p>No policies to review.</p>	
<p><b>9. Health and Safety (Site Specific) –</b></p> <p>Hinge return on Staff toilet door mended – 30/06/2025</p> <p>Mud kitchen in the trim trail has been treated.</p> <p>First aid kits checked and audited by BI - 26/06/2025</p>	

<p>a. Food Hygiene Inspection – 12/6/25 - Remedial works completed on Thursday 26<sup>th</sup> June 2025 - <b>Received and Acknowledged</b></p> <p>b. BI completed Managing Health and Safety Training in Schools Training – 18/06/2025</p>	
<p><b>10. Premises</b></p> <p>c. 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 – No further developments - Closed due to the school financial situation.</p> <p>d. Fencing repair works – Quotation received from [REDACTED] – Work to be booked in – <b>Action ongoing</b> – to be paid out of DFC.</p> <p>e. Quote sourced to install an outside tap on the bottom playground and to repair pipework to the outside sink – [REDACTED] – PTFA have offered to fund this work – Work booked into be completed Monday 14<sup>th</sup> July – <b>Action ongoing</b></p> <p>KG to talk to children about walking up and down stairs – <b>Actioned</b></p> <p>f. Gigahubs Project Installation work information that will provide full-fibre to the school building – <b>Received and Approved</b></p> <p>g. Asbestos Annual Inspection form 19/06/25 - <b>Received and Approved</b></p>	
<p><b>11. Safeguarding</b></p> <p>a. SG Audit Report from EC – <b>Received and Approved</b></p> <p>[REDACTED]</p> <p>No part time timetables.</p>	
<p><b>12. Data Protection</b></p> <p>No SAR requests have been received</p> <p>No GDPR breaches to note.</p> <p>Noted that work is being completed to update RAs and DPIAs</p>	
<p><b>13. Cyber Security</b></p> <p>Training to meet RPA criteria be completed by all staff – <b>Action for staff to complete ongoing</b></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 – it was decided that a 100 type club might be a better idea - <b>Ongoing</b></p> <p>b. Eyam CE Pre School Consultation Response 22/05/2025 – <b>Received and Approved</b></p> <p>c. Approve meeting dates for next academic year – NOTE CHANGE OF DATE FROM 6<sup>th</sup> May to 29<sup>th</sup> April - <b>Received and Approved</b></p>	

#### GPS Resources

Wednesday 1st October 2025

Wednesday 19th November 2025

Wednesday 14th January 2026

Wednesday 11th March 2026

Wednesday 6th May 2026 – Changed to Wednesday 29<sup>th</sup> April

Wednesday 8th July 2026 – JI unable to attend (holiday 29<sup>th</sup> June – 13<sup>th</sup> July 2026)

#### FG Meetings

Tuesday 7th October 2025

Tuesday 27th January 2026

Tuesday 24th March 2026

Tuesday 14th July 2026

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

Ensured that we meet H&S and SG requirements

Looked at improving the premises and grounds

Ensured value for money by using external contractors

**Meeting Closed 9.45am**

Minutes recorded as GPSR month year/ minute number e.g. GPSRJuly25/1

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

Redundancy process completed.

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

**Agreed Date of Next Meeting – Wednesday 1st October 2025**