

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

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

Date: 13th January 2026 08:30 – 09.30

Chaired By: John Irwin

Clerked By: Carol Stoddart & Beccy Ibbotson
(remotely)

Committee Members:	Apologies for Absence:
Kate Gemmell	John Irwin
Neil Roden	Tom Hodgson
John Irwin	
Gordon Danks	
Tom Hodgson	

Agenda Items:	
<p>1. Welcome and apologies for absence</p> <p>John Irwin sent his apologies in advance – Received and Approved Tom Hodgson sent his apologies in advance – Received and Approved</p> <p>John Irwin on rota to chair meeting but Neil Roden to chair in John’s absence.</p> <p>The meeting opened at 8.35am</p>	
<p>2. Declaration of interest in any of the agenda items for this meeting</p> <p>No declarations of interest received.</p>	
<p>3. Any other urgent business</p>	
<p>4. Minutes of previous meeting and matters arising</p> <p>a. Minutes 2025_11_18 TPF Resources – Received and Approved</p>	
<p>5. Correspondence</p> <p>a. Arbor MIS system –Live date set as a Federation as 27/11/25. Both schools are actively using the new MIS system. The transition was fairly smooth. Noted that the MIS support does not appear to be at a level that we had with Integris - Actioned</p> <p>b. GPS Nursery - A meeting was held on 17/7/25 with the Sufficiency Team to see if we can include a nursery within the existing building. Awaiting feedback Governors asked if we have been given a deadline for feedback. There is 1 team at the LA dealing with these projects and neither school has a sufficiency issue. There will be no funding support, but they may offer advice. KG looking at funding for ASC and trying to get some funding for both schools. The deadline for this funding application is in 10 days. Action ongoing</p> <p>c. [REDACTED] – Action ongoing</p>	

Noted that BPS are still paying for Forest School but due to staffing and the current cohort the provision isn't being used currently.

- d. **BPS Santander Notice of Variation**. Rebecca Ibbotson to be put on the mandate and online banking to be set up **Action ongoing**
- e. The Arbor Snippet – December 2025 – In supporting documents for information.
- f. BPS Insurance Documents (RPA) - In supporting documents for information.
- g. GPS Insurance Documents (RPA) - In supporting documents for information
- h. Risk protection arrangement 2026-2027 price confirmation – [REDACTED]
[REDACTED] – **Received and Approved** [REDACTED]
- i. Updated Attendance and Penalty Notice guidance- **Received and Acknowledged** [REDACTED]

[REDACTED]
[REDACTED] – **Received and Approved**

6. BPS Finance including external sources of funding

- o6. **8302021_2021SSFGovernorReport20260107** **Received and Approved** [REDACTED]

- a. **CIP2021 SAP Budget Report** – **Received and Approved**
Snapshot –

[REDACTED]

KG informed the governors that they have had [REDACTED]
[REDACTED] – KG to talk to finance about the employment options to meet this role – an advert to be placed – **Action ongoing**

Governors asked if they could we have a figure in the budgets for the shared executive head?
A discussion was held with patch officer and they will try to include this as part of the notes on the new Annex 1 & 5 documents.

- b. **DFC DPP Statement Report** – **Received and Approved**

[REDACTED]

[REDACTED] **IMPREST** Balance as at 05/01/2026 = [REDACTED]

[REDACTED]
[REDACTED] **Received and Approved**

- d. **LY01036 Option 1 Report / Quarterly Derbyshire Property Package statement** – **Received and Approved**
Balance after expenditure [REDACTED]

<p>e. EXTRAS Balance as at 06/01/2026 [REDACTED] Received and Approved</p>	
<p>7. GPS Finance including external sources of funding</p> <p>f. Budget Letter – Autumn Term 2025 - Received and Approved Budget Letter – Spring Term 2026 - Received and Approved [REDACTED]</p> <p>Note - all ongoing Administration costs to be shared equally between the two school.</p> <p>g. Staffing Letter - Received and Approved</p> <p>h. SAP Budget Report – Received and Approved Snapshot – [REDACTED]</p> <p>i. DFC Report – Received and Approved [REDACTED] Payment for Signage installation to be deducted.</p> <p>j. IMPREST Balance as at 25/11/25 = [REDACTED] Received and Approved Grindleford have received a Charge card with a spending limit of [REDACTED]. The items ordered on the card are coded to specific GL codes on receipt of the statement and the VAT is claimed. If a success, then Bamford will register for the card – On going</p> <p>k. Option 1 Report / Quarterly Derbyshire Property Package statement – GPS October 2025 Statement - Received and Approved Current balance £ [REDACTED]</p> <p>l. Private School Fund balance as at 6/1/26 - [REDACTED] - Received and Approved</p>	
<p>8. BPS Human Resources</p> <p>a. Staff absence report – Received and Approved b. Staff sickness report - Received and Approved [REDACTED]</p>	
<p>9. GPS Human resources</p> <p>a. Staff absence report – Received and Approved [REDACTED]</p>	
<p>10. Review Polices</p> <p>a. TPF Charges and Remission Policy – Received and Approved - To be put on websites Actioned GPS & BPS</p>	

<ul style="list-style-type: none"> b. BPS Schools Financial Value Standards – Received and Approved & taken to FG for ratification - Actioned c. GPS Schools Financial Value Standards - Received and Approved & taken to FG for ratification- Actioned 	
<p>11. BPS Health and Safety (Site Specific) –</p> <ul style="list-style-type: none"> a. RA required for new trim trail items once adjustments made Action KG Governors asked if the monkey bars have been reduced in height. Confirmed that the height has been reduced. b. Lockdown procedure to be practiced – to be completed 14/1/26 - paperwork in supporting documents - Actioned c. DCC Health and Safety Audit completed on 08/12/25 – Awaiting report – Action on going 	
<p>12. GPS Health and Safety (Site Specific) –</p> <ul style="list-style-type: none"> a. Soft Lockdown procedure to be practiced – Completed 2/12/25 - Detail in supporting documents. b. DCC Health and Safety Audit completed on 08/12/25 – Awaiting report – Action on going 	
<p>13. BPS Premises</p> <p> [REDACTED] Solar – CS has spoken to HT at Eyam. [REDACTED] [REDACTED] [REDACTED] </p> <p>KG has had a further meeting with Jenny Webster from DCC. We still haven't been provided permission for the solar panels to be put up. DCC want school to use Concertus for the project. Concertus quoted [REDACTED] for managing the project and they are unable to commit to an April 2026 deadline. The independent surveyor raised some issues on the work that Concertus completed. DCC have requested a surveyor to be sent from Concertus to assess the work. Concerns raised that this is a conflict of interest. - Action ongoing</p> <ul style="list-style-type: none"> b. Site Security Email – points to be considered for both schools –BPS teacher is concerned due to the fence not being high level. She is concerned that it doesn't meet DfE recommendations. The BPS end classroom feels more vulnerable due to open site access beside them. The governors feel that the risk is low and the cost and complexity would be potentially disproportionate to the risk. This should be assessed via a risk assessment. They asked what other local schools have in terms of boundary security. The risk assessment should consider unauthorised access onto site, plus how easily children could leave the grounds. Nursery children to be considered as part of the RA. Governors requested risk assessment – UPDATE – Site Security Risk Assessment Completed KG 08-12-2025 Received and Approved c. 1021-01 Bamford Primary Sch – APR 17.11.25 – Landlord visit. Glazing Remedials requested, Tree work -quotes received , Hall Ducting works - job raised. Received and Approved 	

- d. 1021-01 Bamford Primary Sch – Service record Report. PAT Testing & FAT Testing booked 9th Jan 26. See below re kitchen remedials **Received and Approved**
- e. Food Hygiene Inspection Report. 5 * rating retained. Fan cleaning booked, Re-Decoration arranged (cook is going to do it), Tile to be replaced . **Received and Approved** Items in Supporting Documents
- f. Grounds Maintenance Costing from Vertas has increased [REDACTED] [REDACTED] The contract has been cancelled and alternative quotations are being sought – Items in Supporting Documents. **Governors asked if quotes are being sought from smaller more local suppliers?** Quotes are being requested - **Action Ongoing**

14. GPS Premises

- a. Quote sourced to install an outside tap on the bottom playground and to repair pipework to the outside sink – [REDACTED] – New date to be set – **Action ongoing**
- b. Quotation for replacing the wooden gate at the school entrance received [REDACTED] plus VAT work to be completed - **Action ongoing**
- c. New signage ordered and installed in Christmas holidays – **Actioned**
- d. Annual Premises Review and supporting paperwork –Reports in Supporting Documents for information - Actions Below
 - DCC to see if they will finance the fire risk actions that were decided as low priority by Governors at the last meeting.
 - School to organise the servicing of the Photo Voltaic Energy Supply – Completed 16/12/25 - **Actioned**
 - School to raise an order with DCC Property Services to investigate possible dry rot in dining area. Email sent to raise order for investigation 13/01/26 - **Action Ongoing**
 - DCC to provide a quote for the remedial work to glazing in the school to confirm with latest standards. Quotation received f [REDACTED] - Order placed – Awaiting installation date – **Action ongoing**

15. BPS Safeguarding

[REDACTED]

16. GPS Safeguarding

[REDACTED]

[REDACTED]

- c. No part time timetables.

<p>17. Data Protection No SAR requests have been received NO GDPR breaches to note.</p> <p>a. DP for Schools December 2025 Newsletter - Received and Acknowledged</p>	
<p>18. Cyber Security</p>	
<p>19. AOB</p> <p>Governors agreed that currently there is sufficient money in the carryover of both schools to cover what is in the SIP for future planning. KG discussed that following the meeting with the SIP that the Safeguarding section will be removed and that items need to be revisited to reflect the SIPs advice regarding where the items should be graded – Actioned on FGB minutes.</p> <p>SBO future planning – advert placed for an apprentice and a permanent role. [REDACTED] [REDACTED] – Action ongoing</p> <p>Governors agreed that when we tender for quotes, we need to get several governors to review the specification for the project before going to companies. A discussion was held about the solar installation at Bamford and the current wiring requirements. Action for JI and KG to contact electrician for advice.</p> <p>Delegate solar panel project to the Resources Committee – to be taken to FGB - Actioned</p> <p>What have we done for the children of GPS and BPS at this meeting? Considered the financial position for both schools over the next 4 years. Identified where the schools have made savings and further savings can be made. Acknowledged ongoing declining role numbers (for both schools) and a plan of how this can be managed.</p> <p>Meeting Closed 9.30am</p>	

Minutes recorded as TPFR month year/ minute number e.g. TPFRJan26/1

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

Administration Role adverts for BPS have been placed.

Decisions/Recommendations to be considered by the Governing Body:

SFVS for both schools to be reviewed at the next meeting.

Delegate solar panel project to the Resources Committee

Agreed Date of Next Meeting – Tuesday 10th March 2026, 8.30am, Bamford