

## **Minutes of Resources Committee, 17.30 Wednesday 27/4/22, held online.**

**Present:** Ricardo Herbane, (Chair) Chris Jagger, Christina Bates, Richard Warwick, Julie Murphy, Linda Jones, Tony Davies (Head Teacher),

**1. Apologies for absence:** Paul Waldman, Debora Lucarelli (on train, presence/signal intermittent).

**2. Declarations of pecuniary interest:** None

**3. Minutes** – approved and agreed collective style for future minutes.

**4. Matters arising** – Committee agreed with RH that he should view financial monitoring reports four times a year: if any concerns he will circulate to members.

**Action:** RH to report to Chair and inform business manager.

**5. Review of March 2021-2022 financial year end** (Oravia report and business manager's report refer).

Report from Business Manager discussed. TD flagged that year very tight but got by and emerged balanced. Modest carry forward, confirmed as free to use. NB. unused resources from national tutoring programme will be clawed back.

Cash flow situation challenging at times and hope that 22/23 is easier. Note that funding flows and requirements have changed eg Early Years allocation was April, now May; VAT payable was monthly now quarterly. Basic LA allocation each month but uneven spread of other funding can increase cash flow pressures. Query about why flows had changed. **Action:** TD to follow this up in upcoming meetings and let chair know any outcomes.

**6. 20220-23 budget** (Oravia allocation report, draft budget and HT report refer)

TD introduced draft budget, flagging pressure points including increasing National Insurance contributions. Also carry forward rises from £48k to £62k since one cost double counted.

Various issues raised by members: Staff training budget of £3k is modest and may need to be increased; less activity this year but levels will rise in 22/23. Agreed extra carry forward should enable more if required. Cleaning costs focused in touch points etc under Covid and hope that they could now be redirected; aim to have a cleaner on site for 22/23. Members noted under 1.12 income contributions – for visits, extra nursery hours and parents' financial support noted.

Members asked about areas of risk and staff agency costs is one area, if further Covid pressures or pupil 1-1 support needed. However flexible use of full time staff has helped; SEN funding is significantly higher; catch-up funding has been used flexibly; going forward BE's music sessions reduced to one day.

Members queried why years 2 and 3 looked 'terrible' and were reminded that Oravia factors in staff inflation costs but cannot show central adjustments to pupil minimum income level to cover these.

Covid official guidance for schools was also raised, in particular energy costs of opening/closing windows. TB reported CO2 monitor was useful aid to manage this and use air conditioning effectively. Member flagged potential efficiency measures and

agreed to follow up possible measure and enquire if support from County Council for maintained schools. **Action:** RW and TD to follow up; LJ to provide email contacts

Ray Byford, School Financial Adviser, had reviewed the budget and said that it was very sound. Members and Head Teacher agreed basically sound budget. **Action:** members approved budget for recommendation to Governing Body.

### **7. Staffing**

TD reported beginning to look at teacher preferences and career journeys, with implications for potential recruitment for next year.

Hope that Covid-related teacher absence on the wane. Agency risks already noted and hope to avoid using agency staff where possible but school has effective relationships in this area and flexible working within school.

### **8. Covid-related issues**

Energy issues and absence pressures already noted. On positive side, lettings and related income now rising and ethos of St Matthews as a 'community school' important - fully endorsed by committee members and clubs seen as valuable for children. There are challenges in letting rooms as some groups want smaller classroom space, which can prevent class teacher access and create problems if groups leave rooms untidy.

### **9. AOB:**

Date of next meeting not set but agreed should be in October. Brief discussion of whether online or face-to-face – will be discussed at governing body meeting.

**Meeting ended 18.50.**

LJJ 3/5/22