



CCI Governors: Caring Governors, Courageously Challenging, Inspiring All

Christ Church C of E VC Infant School

Finance, Staffing & Premises Committee

Caring Governors, Courageously Challenging, Inspiring All

Minutes of the meeting on 14/10/2022 @ 9.05am in school

Committee members: Jacky Wood, John O’Driscoll, Anna Martin, Jenny Falco (Vice Chair), Chris Douglas (Chair)
Reuben Holt

School Business Manager: Cath Evans

Clerk: Laura Jones

Termly Value: Friendship

1/20. Welcome & Apologies:

Chair welcomed Governors to the meeting and acknowledged the Clerk was absent and meeting being recorded to enable minutes to be written.

Reflected on the topic of the term which is Friendship and discussed the bible story of the four friends and the importance of friendship.

2/20. Declaration of Pecuniary and Business Interests

None declared.

3/20. Approval of Minutes

Minutes were approved from the last meeting, subject to the below action.

ACTION 14.10.22.01: Clerk to check to see if agreement of IT supplier was on the recording from the previous meeting and to minute that if necessary.

4/20. Late Items

Terms of reference document circulated to Governors. This was discussed during the meeting. Governors agreed no new updates need to be made and the ToR can remain unchanged.

5/20. Governor Courses

Governors discussed courses and the importance of the Safeguarding one. Also discussed the finance and SFVS courses relevant to this committee.

RH fed back regarding the safeguarding course recently attended.



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Staff Governors recently attending safer recruitment training and reflected the changes made for keeping children safe in education 2022.

6/20. Review Actions Log

Currently empty with nothing to review.

7/20. Head / SBM Report

Loss with PP free school meals. Encouraging as many children as possible in reception to sign up for free school meals. Large intake of school dinners for Census Day for extra funding.

Revised school budget meeting on the 7th November 2022. Large spends on various items mentioned in the report causing some concern. Unexpected pay rise for staff will have an impact on the budget. Governor suggested linking with CCJ where children aren't PP, but circumstances may change due to the cost-of-living crisis and might have younger siblings.

ACTION 14.10.22.02: SBM to link with CCJ to establish families who may need some extra support.

IT systems to be changed over during October half term, and be cloud based. Discussed the ransomware attack and reasons to change suppliers.

Staff absence has been low, other than a bug currently circulating affecting some TAs who are either ill themselves or their children have been poorly.

Staff wellbeing has had peaks and troughs due to Ofsted and CSP visit. Feedback for staff in the Ofsted report was very positive.

New TA apprentices have been appointed and budgeted for which are a huge help in early years. Applications for some EHCPs are currently being processed. Discussed some situations in early years which are currently challenging and the provisions which are in place.

Recruitment of staff discussed and the difficulties employing someone halfway through the school year.

Issue with fixing the swimming pool discussed and the disappointment regarding communication which means children will not be able to swim this year.

Discussed devolve capital funding and the spends required which are always higher for older schools as more work needs to be done.

New library underway and has been funded by the LA which should be completed by Christmas. Governor queried if further donations for buying books will be needed and Head confirmed they will, to diversify the book range. Previously parents have been extremely generous helping with this.



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Governor queried if the Elliot building work has been finished. Head confirmed doors and windows are still to be replaced.

8/20. Chairs Section:

Chair welcomed RH to their first sub committee meeting. JF volunteered to mentor RH throughout the first year, being the point of contact for any questions.

Discussed financial regulations for schools which was sent out in the recent Thursday email from Governor Services and advised Governors to read. Chair to circulate information post meeting.

9/20. Policy

Code of Conduct (model policy) – Approved by Governors.

Disaster Recovery Plan – Governor suggested adding something regarding IT should a ransomware attack ever occur again and signposting staff. Otherwise approved by Governors.

GDPR Online Safety Policy Staff 2022 – Approved by Governors

ACTION 14.10.22.03 – JF to locate risk register for review annually in this subcommittee.

Use of Images – Needs to be revisited and tweaks made before T2 meeting.

10/20. Safeguarding / Online Safety Update

No current update regarding safeguarding/online safety. Monitoring schedule to be discussed at the Gov Dev Day. Recent Ofsted inspection provided Safeguarding monitoring which is referenced in the report.

11/20. Health and Safety Update

Visit to be done in school in T2 and fed back to the next sub committee meeting. Previous log of recommendations to be shared with Head.

12/20. Forthcoming Events

Revised budget meeting on the 7th November 2022.

13/20. AOB

Confidential agenda item discussed.

ACTION 14.10.22.04: Wellbeing / Parental Engagement slot to be added to forthcoming agendas.



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14/20. Date of Next Meeting:

18.11.22 @ 9:05am in school

15/20. Meeting closed @ 10:22am