



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 (T4) on 31.03.23 @ 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: Perseverance

48/20. Welcome & Apologies:

Chair welcomed all Governors to the meeting and gave an update regarding how the meeting will run.

Apologies received in advance of the meeting from Jacky W and John O and accepted by Governors.

Chair reflected on the value of the term which is perseverance and acknowledged teaching staff have been persevering daily and the Easter Break is timely.

49/20. Declaration of Pecuniary and Business Interests

None declared.

50/20. Approval of Minutes

Minutes approved as a true reflection of the previous meeting.

51/20. Late Items

No late items to discuss.

52/20. Governor Courses

RH confirmed prevent training has been done. JF to check if hers is up to date.

ACTION 31.03.23.01: Prevent training certificates to be forwarded to school by clerk.

Safeguarding level 1 training to be booked for staff in September on the inset day. Governors are welcome to join.

Signed off Chair.....Date.....



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53/20. Review Actions Log

Action log reviewed and Governors provided updates. All existing actions closed, and new ones added.

54/20. Head / SBM Report

Joint report circulated to Governors prior to the meeting.

Confident that by year end finances will level out. Large overspends in some areas whereas not so much in others.

Biggest issue at present is regarding the Catering contracts with Integra pulling out on the 1st September. All schools are looking for caterers at the same time. Received 3 quotes for similar prices but would financially be at a deficit as receive less funding for universal free school meals and doesn't cover the cost. Hopefully the grant will go up in line with the cost of food, as in previous years this has been consistent.

Governor: What is the gap between the quotes coming in and the funding we receive?

Head noted it's around £10k which is significant and will affect every primary school. No confirmation yet received regarding the amount of funding.

Governor: Noted if you have less of an uptake it won't be viable to do a hot school dinner and more likely to afford sandwiches.

SBM queried staffing levels and what it would cost to reduce with companies, who confirmed the staffing levels were right. Working alongside the juniors in terms of deciding which contract to use. Decided against using a procurement company.

SBM confirmed the cleaning contract is also going and have been in contact with a few companies. HR are limiting their service although increasing cost by 8%. Meeting to discuss way forward happening second week after the Easter break.

Head gave an update regarding staff members and absence. Other staff members covering jobs in absence.

Head confirmed they had spoken with the company who are doing the next stage of the playground, looking to begin work in April. Some equipment has damage due to lots of rain but isn't old so looking to contact the company to see what they can do.

Staff wellbeing is a positive picture. Last term items were raised and discussed to look at ways to reduce workload. Tried to combine paperwork where possible and given staff extra time to do paperwork. This term has been busy, but the staff are positive. Wellbeing governor attended the recent wellbeing meeting.



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55/20. Chairs Section:

Chair confirmed as part of the SFVS process benchmarking was looked at. General benchmarking as well as specific targeted comparisons with infant schools so it's more representative. Generally, CCI is in the middle in most areas which shows we are about right.

Governors discussed the benchmarking results.

Governor: Queried senior leadership equivalent results.

Unsure exactly how the information is compiled but is taken directly from the Government website.

56/20. Policy

No policies.

57/20. Safeguarding / Online Safety Update

No update at present but safeguarding audit needs completion.

58/20. Health and Safety Update

Visit to be done in T5 with subsequent update.

59/20. Wellbeing / Parental Engagement Update

Wellbeing Governor not available to give update.

Head gave update regarding parental engagement.

Chair suggested having more of a Governor presence in the parent council meetings. Next one scheduled is 19th May.

60/20. Forthcoming Events

SFVS – Will be submitted by clerk today.

Budget meeting – 25.04.23

Budget submission date – 31.05.23

61/20. AOB

None



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62/20. Date of Next Meeting:

05.05.23 @ 9:05am in school

63/20. Meeting closed @ 09:55am