



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 (T5) on 05.05.23 @ 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: Thankfulness

64/20. Welcome & Apologies:

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

Chair reflected on the value of the term which is thankfulness and read a bible verse. Highlighted the challenges, gratitude, and positivity and supportive and understanding staff team equals lots to be thankful for.

Clerk unable to attend. Meeting being recorded in absence for the minutes.

Apology received from JO which was accepted in advance of the meeting.

65/20. Declaration of Pecuniary and Business Interests

None declared.

The Chair highlighted wife could be impacted in terms of budget discussions.

66/20. Approval of Minutes

Minutes approved as a true reflection of the previous meeting.

67/20. Late Items

No late items to discuss.

68/20. Governor Courses

None discussed.

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



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69/20. Review Actions Log

Clerk to follow up with outstanding action.

70/20. Head / SBM Report

Verbal Update following budget meeting.

Head noted budget was originally set before energy price rises and pay rises for staff which now subsequently impacts the budget.

The initial budget has a deficit and recovery plan options were discussed and actions taken for the Head for FGB discussions.

Separate confidential minutes written for further discussion of the Budget.

Catering contracts discussed with Governors and noted the favoured contractors. Contracts circulated to Governors prior to the meeting. Menus are like what we currently provide. 3-year contract with an option to extend. Governors discussed Catering options amongst themselves and the breakdown of the costs and contracts. Governors have approved the catering quote.

Staff Absence Insurance quotes and suppliers discussed with Governors. Noted the different options and level of cover and what services can be provided for staff if needed (i.e., counselling, physio). Governors approved the school's chosen supplier.

Photocopier Insurance quotes discussed with Governors. After discussion, Governors approved the option of going with the existing supplier.

HR support from Integra is changing. Head discussed the current service with Governors. Other recommended options available.

Head explained devolve capital funding must be spent on building improvements or IT. Unable to spend this on resource or staffing. Quotes to improve the children's toilets are to be obtained.

Head noted the school's current IT supplier has gone into liquidation. Quote from a new supplier and other benefit with this company and everything will stay the same for staff. Discussed the benefits with Governors. Governors agreed the new chosen supplier is a good option.

71/20. Chairs Section:

All points covered in the Head/SBM section.

72/20. Policy

CCI Safeguarding and CP Policy – Approved by Governors.

Whistleblowing SG Model Policy – Approved by Governors.



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73/20. Safeguarding / Online Safety Update

Head noted recent safeguarding audit has been undertaken. Signs of safety (3-hour training) is to be done by staff on the inset day in October 2023. Staff also to undertake sexual harassment training. A day of Safeguarding training scheduled for September for all staff. Extra check to also be done on Governors as per recommendation. Further update to be given at the next FGB meeting.

74/20. Health and Safety Update

No update.

75/20. Wellbeing / Parental Engagement Update

Discussed wellbeing of the staff and current difficulties being faced.

Writing evening for parents cancelled as little interest. Workshops to be done for those parents who wanted to attend the writing evening. A few other events on the horizon for parents to come along to.

Parental engagement is good and great attendance at parents' evenings. SENCO has run smaller workshops for SEN and vulnerable families to help with behaviour.

76/20. Forthcoming Events

Budget to be submitted – 31/05/23

Possible extraordinary FS&P meeting in T6 for FS&P

MOSAIC MAT meeting on the 09/05/23.

77/20. AOB

None

78/20. Date of Next Meeting:

TBC – Next academic year (possible extraordinary meeting in T6 to further discuss the budget)

79/20. Meeting closed @ 10:45am