

THE GOVERNING BODY OF SOUTHGATE SCHOOL

Minutes of the Meeting of the Finance Committee held at 5.00 pm remotely on Wednesday, 6 October 2021.

PRESENT:

Mr M Holland (Chair), Mr R Baines, Mr P Evans (Head Teacher), Ms J Hallas.

IN ATTENDANCE:

Mrs R Perfitt (Deputy Head Teacher)

Ms E Kilner (Minute Clerk)

	Item	Minutes	Action
18.	ELECTION OF CHAIR	RESOLVED: That Mr M Holland be elected as Chair for a term of 1 year.	
19.	APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST	Apologies were received from Ms A Robinson (with consent). There were no declarations of interest.	
20.	NOTIFICATION OF ITEMS TO BE RAISED UNDER ANY OTHER BUSINESS	No items were notified.	
21.	MINUTES OF THE MEETING HELD ON THE 21 APRIL 2021	RESOLVED: That the minutes of the meeting held on 21 April 2021 be approved by the Chair as a correct record of the meeting.	
22.	MATTERS ARISING	There were no matters arising.	
23.	FINANCE UPDATES	Financial Headline Information was circulated by Ms J Hallas before the meeting. Ms J Hallas updated the meeting.	

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		<ul style="list-style-type: none"> Financial update is for period 4. The council doesn't run a period 5 report and we have just completed period 6 so this should be available shortly. Our B3 was set back in May/June with the following figures <ul style="list-style-type: none"> Staffing - £3,027,979 Premises - £443,063 Transport - £16,500 Supplies and Services - £338,768 Income - £87,500 Contingency - £174,447 Total Budget for 2021/22 is £3,913,257 – this has increased following the carry over from last year. This has already received additional funds of £67,317 (due to pupil changes) bringing the total budget to £3,980,574 Areas to monitor include agency costs and learning resources. We are already overspent against agency costs which is due to increased level of cover relating to COVID and long-term placement costs. <ul style="list-style-type: none"> Long term teacher costs approx. £1,295 per week Long term ETA costs approx. £660 ETA moving across to us from Vision (12 weeks handover) Looking at how we can monitor which agency is used for which absence We are monitoring class budgets, PE budget and SEN budgets and will be looking at the impact of some of the purchases. The trim trail that was installed in August will be completed over the October break and we are planning on having an outdoor classroom completed for the end of the financial year. This is going to cost approx. £150,000 with the council funding £100,000 towards the project. We will also be spending on updating the foyer area with new noticeboards and displays for the walls. We are looking at changing the door signs for classrooms to include the Makaton sign for that room which pupils are familiar with. 	

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		<p>Q. Why are supply costs so high - do the costs relate to before summer? A. The Supply Costs also cover supply costs prior to April 2021 and then from April 2021 to current period.</p> <p>Q. Are supply costs an issue currently? A. Yes because we are covering absences and delayed recruitment.</p> <p>Q. Is all the recruitment now signed off? A. There are still some delays but the recruitment process is progressing.</p> <p>Q. Do we have any options to change our PFI contract? A. Changes to the PFI contract would need to be explored by the council to see what options would be available</p>	
24.	ANY OTHER BUSINESS	There were no items of other business.	
25.	DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS	ACTION: Ms Hallas to arrange the date of the next Finance Committee meeting.	Ms Hallas
26.	AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY	RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.	

The meeting closed at 5.28 pm.