

**St Oswald's Catholic Primary School
Governing Body
RESOURCES COMMITTEE MEETING
Held at St. Oswald's Catholic Primary School Junior Building
Date/Time: 26/09/19 4:30pm**

Present: Mr Hegarty, M. Walsh, Mrs Hill,

Also present C. Sime, I Strom (Clerking)

No.	Item	Action by: (insert initials)
1.	<p>Apologies for Absence</p> <p>Mrs Simm sent her apologies which were accepted.</p>	
2.	<p>Declarations of Interests</p> <p>Members of staff declared their interest.</p>	
3.	<p>Election of Chair</p> <p>Mrs Hill nominated Mr Hegarty. Mrs Walsh seconded the nomination. This was agreed unanimously.</p>	
4.	<p>Notification of Additional Business</p> <p>Mr Hegarty asked for 2 items to be added on to the agenda SFVS and Safeguarding.</p>	
5.	<p>Minutes of Previous Meeting</p> <p>The minutes of the meetings on 23rd May 2019 were agreed as accurate.</p>	
6.	<p>Matters arising</p> <p>Foundation governors – The Archdiocese have not yet been able to fill the vacancies. Mr Hegarty will take the matter further.</p> <p>Mr Hegarty asked how the new SLA with Ellis Whittham was progressing. It was reported that the advice was provided in a timely manner and the Health and safety</p>	TH

Signed.....Committee Chair

	portal was very useful.	
7.	<p>Finance Update</p> <p>Budget Monitoring Report – There has been no further update since the Business Meeting last week.</p> <p>Mr Strom presented the current balance of Devolved Capital to governor,. It is currently £77.3k. This takes into account the recent expenditure for furnishings for the new build and the projected costs for the forthcoming infant drainage project. Governors asked what the plan for spending the balance was. It was agreed that this should be addressed in the updated Premises Action Plan to be brought to the next meeting. With the next part of the building paln expected after Christmas the money would probably be needed for furniture.</p>	
8.	<p>Premises Update</p> <p>Building Update Mr Hegarty, Mrs Walsh and Mr Strom had met representatives from Arcadis prior to the meeting. They were discussing options for Phase 2 of the building project. A number of suggested alterations to the original plans had been discussed. Mr Hegarty had been in communication with Chris Williams from the Archdiocese who confirmed that there was a commitment to providing the funding. Mrs Walsh had hoped that the Phase 2 would start in January but Arcadis believe that Easter is a more likely starting date.</p> <p>Infant Boiler This project has been completed.</p> <p>Infant Drains The contractor has been appointed and the work will start during the October half term holiday. At a meeting between the school, Arcadis and the contractor, Mrs Walsh and Mr Strom asked about the scope of the work. They were informed that the work was to be done, primarily in external areas near to the year 2 and reception playgrounds. This would involve putting sleeves in the drains to prevent blockages. Mrs Walsh asked about a previous report that had identified a lot of work that could be invasive and also the problems that had occurred internally in the past 12 months. The contractor agreed that they would survey these areas during the half term and were confident that these areas could be sleeved as well. This could possibly be done</p>	

	after the initial work.	
9.	<p>Staffing Update</p> <p>Miss Sime informed the governors that she had been appointed the head teacher at St Matthew’s Catholic Primary in Liverpool. The governors congratulated her and wished her well. They complimented Mrs Walsh on her record of growing leaders.</p> <p>Governors discussed some options for moving forward. They recognised that the timetable for recruiting a new deputy in time for January was impracticable. They thought that it would be better to advertise the vacancy to start in September 2020 as this was felt that it would attract a wider range of candidates. As an interim measure Mr Hegarty and Mrs Walsh are looking at secondment options in conjunction with the archdiocese.</p> <p>Performance Management The final appraisal meetings have taken place and there have been no identified issues. The date for the pay committee has been confirmed. The new targets for teachers will be identified with 2 targets relating to school priorities and linking in with the school development plan and teachers bringing an individual target which is also in line with the school priorities.</p>	
10.	<p>School Evaluation Form</p> <p>The new SEF had been distributed. It has been based on the new Ofsted framework and paid regards to the priorities that came from our previous inspection. Governors discussed some of the judgements and felt that some areas had been judged very robustly and may even have been harsh in some areas, but in general agreed with the judgements and commented that there was some areas that would not need much development to go into an outstanding rather than good judgement.</p>	
11.	<p>Term Dates 2020/21</p> <p>3 alternative proposals had been distributed earlier. They were all broadly in line with the Liverpool City Council suggested dates, however, they all allowed for the school to take a two week break for the May half term. The differences in the three options were about the placement of a number of the Inset Days. Option one identified two Inset days at the end of the school year. While this would allow staff to prepare for the next</p>	

	<p>academic year it was felt that these Inset days would not be as valuable as if they were placed earlier in the year. The other two options differed in one respect with an Inset day either straight after the Christmas holidays or straight after the February half term. It was agreed that the Inset Day after the February half term would be more effective so Option 3 of those given was approved.</p>	
<p>12.</p>	<p>Policies for ratification</p> <p>The following policies were distributed prior to the meeting.</p> <ul style="list-style-type: none"> • Staff Capability – Governors asked if there had been any changes from the previous policy. They were informed that it hadn't changed. Governors agreed the policy. • Staff Appraisal – Governors again asked if there had been any amendments from the previous policy. They were informed that there were no significant changes as the current policy was working well. Governors agreed the policy. • Whistleblowing – Governors were informed that there had been no changes to the previous policy. Governors agreed the policy. • Charging and remissions – Governors were informed that there had been a minor change in that the school fund has now been closed so could no longer provide an account for any sales income or school trips income. It was also pointed out that the top-up swimming in year 6 was not a statutory curriculum lesson so may be chargeable. Governors agreed the policy. <p>The Pay Policy was tabled at the meeting as it had only been agreed by unions earlier in the week. Governors were informed that the only change to the policy was the updated pay tables in the appendices which took into account the 2.75% uplift agreed in the School teachers pay and Conditions Document published at the end of the previous week. Governors agreed the policy.</p>	
<p>13.</p>	<p>Requests from staff</p> <p>A teacher has requested to take a day off to attend a wedding in which she would be a bridesmaid. Mrs Walsh informed governors that there was an opportunity to reschedule the teacher's PPA time so that the time required would be ½ a day. Governors agreed the request.</p>	

14.	<p>Notified Business</p> <p>Mr Hegarty asked if the latest DfE guidance on Safeguarding could be forwarded to all governors and they would acknowledge they have read it.</p> <p>Mr Hegarty informed the governors that the Schools Financial Value Standard (SFVS) had changed significantly and asked that it was brought to governors for review in December, so that they could have plenty of time to look and prepare the report before the statutory submission date. Mr Strom explained that he had discussed the new report with the Finance Officer and agreed to provide the original draft in a timescale which would allow the report to come to the governors in December.</p> <p>Mr Hegarty commented that he had spoken to John Byrne regarding the use of financial advisors in Liverpool. He informed Mr Hegarty that Liverpool had trialled the roles but felt that they had limited effectiveness and hadn't always added value.</p>	
	<p>Date and Time of Next Meeting</p> <p>Tuesday 10th March 4.30pm</p>	