



MINUTES OF THE MEETING OF THE FULL GOVERNING BODY
held at Grand Avenue School on
Monday 18th March at 7.30pm

LA-1	CO OPTED 8		PARENT -2	STAFF 2
VACANCY	Jenny Gresson (Chair)	Richard Newman		Margaret Barrington Co- Head Teacher (Ex Officio)
	Alexis Orlovac	Michele Harris	David Magee (VC)	Kirsty Maitland
	Archika Kumar	Hannah Newell		Shamama Tul Amber
	Ada Massett	Connor Adams		

Associate Members: Shona Pitcher, Matt McHale
 Clerk/Minutes: Miss Lucy Richards
 Bold = absent

ITEM	MEETING STARTED AT: 7.30pm	ACTIONS
066	APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED	
	Jenny Gresson Richard Newman Ada Massett Michele Harris	
067	DECLARATIONS OF BUSINESS INTEREST	
	None	
068	OBSERVERS	
	None	
069	BUDGET 2024/25 ONWARDS	

Signed/Initialled (Chair of FGB Committee): *Jenny Gresson* 1

Date: *13.5.24*

FGB Minutes

18th March 2024

	<p>MB guided the governors through a high level summary of the budget report which was shared with governors. The budget has been discussed in detail with the R&F Committee on Monday, 4th March. It was highlighted that one of the largest expenditure items in the budget is salaries (including for staff members on maternity leave).</p> <p>The additional TA hours are for SEN children - this money comes out of high needs funding.</p> <p>Some items have not had any additional money added into them.</p> <p>There are some areas listed where the expenditure was in and out - e.g.; trips.</p> <p>It was noted that insurance items have all increased in costs, this is attributed to the increase of cost of living.</p> <p>Governor question: What is the managed supply fund?</p> <p>Response: This is an RBK system. An amount is paid in and then if staff are absent or on maternity leave then the costs can be claimed from this pool. It is an insurance policy. Other options had been discussed at R&F on 11th March, however, it was noted that the items would incur increased premiums when claims are made.</p> <p>When the budget was initially set it was a deficit budget of £35K. This deficit could have been recovered from the underspend from the prior financial year. However, in the last week an increased grant amount has been advised for the teachers' pensions (this was approx. £13K) which has reduced the deficit to £18K.</p> <p>Governor question: What was the deficit that was set last year?</p> <p>Response: It was £21K. However, it was noted that when this was initially set it was £40K. It is usual for additional grants to drip into the budget and change the bottom line.</p> <p>It was noted that there were some savings made as the DHT had left in July and had not been replaced until January 2024.</p> <p>Governor comment: It is impressive that the school have managed to do so well with the finances in such hard times.</p> <p>Staffing has to be projected based on current staffing levels as at this stage in the year it is unknown what changes may take place before the new academic year. There could be some changes notified in May if any teaching staff put in their notice for the end of the academic year.</p> <p>Governor question: Are there any vacant posts at the moment?</p> <p>Response: There are no teaching positions at the moment. It was noted that once the change in SLT takes place there will be one less member in the team. The structure was discussed at the R&F meeting on 4th March and it was noted that the governing body must be supportive of SP as she moves into the Headteacher position as well as the SLT. These discussions will be revisited throughout the next term. It was also noted that the budget includes the assumption that those members of staff on maternity leave will return on their current contract.</p>	

Signed/Initialled (Chair of FGB Committee): *JG*.....

Date... *18.5.24*

As part of setting the budget the school has looked at benchmarking data for SLT and this shows that the school's allocation was low in comparison to similar sized schools. It was noted that the teaching and non teaching staff team is very stable and very experienced.

Governor question: How was this left with R&F in terms of the structure of the leadership team?

Response: This will be reviewed as the staff who are on maternity leave return and the school will then have a better idea of what financial position the school will be in. In May the school will know if there is any movement in the teaching staff.

A discussion followed around support for the leadership team and the Governors present felt that this should continue to be reviewed and discussed.

MB explained that there had been discussions at the R&F meeting on 4th March, regarding any other income generating schemes. However, this brings challenges with using the outside space during the evening/weekends and holidays as there are limitations on how the space can be used. The SBM is looking into other avenues to gain additional revenue streams. .

The budget for 2024/25 was approved by the FGB. This was based on the discussions review and due diligence undertaken at the meeting of the Resources and Finance Committee on 4th March.

3 year budget.

The deficit increases year on year and the third year shows a large deficit.

This budget was discussed thoroughly at R&F and noted that it is extremely difficult to set budgets so far in advance as there is so much unknown in terms of staffing levels and grants which will be received. It was noted that there would be considerations to employ an ECT who would be less expensive should there be any changes to the teaching staff in the school.

Governor question: Does the school feel there were good grants received this year?

Response: The budget is reducing every year and the grants are included in the budget share. The grants are being received at varying points and they are unknown and unexpected. When calculating the 3 year budget the grants have been kept the same in year 2 & 3 unless there is an indication that there will be an increase and in which case an increase has been included for those grants. It has been assumed that the £18K which has been received this year will continue to be received in future years.

Governor question: The number of children in Nursery is 47 children this year and then 52 next year. What is this number based on?

Response: The school's PAN is 52 for Nursery and the Nursery has always been full. Currently there are 47 confirmed places for Nursery admissions in September 2024. It is likely, which often happens, that the numbers in Nursery

Signed/Initialled (Chair of FGB Committee): ...*JG*.....

3

Date...*18.5.24*.....

FGB Minutes

18th March 2024

will change and those children will likely change in make-up by the time the cohort starts in September.

Governor question: Why does the school not take an April intake?

Response: Due to the set up of the school Nursery and the fact they run a curriculum based programme there is not an April intake. It was noted that other nursery's work on a slightly different timetable and many run throughout the summer which makes it more viable to have an April intake.

The 3 year budget was approved and it was noted the assumptions which have been made. The pattern of grant investment was felt to be a reactive way of the government providing grants as the deficits budgets are set.

Governor question: Is the budget updated throughout the year?

Response: No, a new budget will be set each year. The budget is continually reviewed and updates provided at R&F meetings.

Governor question: It was noted that the school are well supported by the R&F committee. What other support is required?

Response: Keeping it on the agenda with R&F and maintaining an open discussion on the finances. .

Governor question: Does the school expect that the RBK issue with demographics and the lower birth rate will have an impact on the 3 year budget?

Response: This is very much unknown but for some schools they have had to change their PAN. Any changes to the PAN have a direct impact on staffing levels.

The budget share is calculated on last October's census numbers. At that point the number of children on roll was lower than usual. Since October, the number of children on roll has increased and the school is almost full. However, the income remains based on the October on roll numbers. It is hoped that the census in October 2024 would see the pupil levels remaining static which will impact next year's budget.

There were discussions around how to publicise the Nursery and ways to engage parents. The USP for the school is the Nursery which has a curriculum and the team are considering ways to increase the attractiveness of the nursery. It was suggested that wrap-around care or taking younger children could be options, however, it is harder to extend the Reception offering. If it is found that the nursery numbers are not sustainable/continue to lower then the school would consider ways to increase the offerings.

Governor question: What is the reason for the lower number of children in Reception?

Response: It is the low birth rate across the borough which is also impacting most of the local schools. The areas which are more densely populated i.e.; where there are a lot of flats, there are higher pupil numbers.

It was noted that there are plans for a new school on the site by Alexandra Park and the school are being mindful of what is happening with other schools opening in the area.

Signed/Initialled (Chair of FGB Committee):J.G.....

4

Date: 18.5.24

FGB Minutes

18th March 2024

	<p>Governor question: Is this new school plan viable? Response: It is a Free school and the plan is that it will be a 2 form entry school, although this has been delayed by another year. The school want to retain their numbers and will utilise the USP's of the school. There is another new primary school planned for Norbiton, and also a secondary school on the Kingston Road.</p> <p>Governor question: Are there any areas of concern for the school in terms of financial spends? Response: There has been a lot of work carried out throughout the school over the last few years and so it is mainly cosmetic work that is needed.e.g.; carpets and painting. The biggest issue could be the boilers but at the moment this is an unknown.</p>	
070	SAFEGUARDING	
	There are no items to update on at this meeting.	
071	AGENDA ITEMS FOR THE NEXT MEETING	
	Standard rolling agenda items.	
072	AOB	
	None raised.	
073	SCHOOL COUNCIL	
	There have been no recent meetings. The next meeting will be in the summer term.	
074	MINUTES OF THIS MEETING CONFIDENTIALITY	
	None.	
075	CLOSE OF MEETING: 8.25pm DATE OF NEXT MEETING: 13th May 2024	

Signed/Initialled (Chair of FGB Committee): *Janifer Gresson*⁵
Date: *18.5.24*

FGB Minutes

18th March 2024