

River View Primary & Nursery School

Governors' Minutes Finance

Date: Wednesday 1st February 2017 - 3.30 pm

Present: D Buckingham; M Redshaw; K Matthews; M Whitehouse; S Wilkinson(taking minutes)

Apologies: J Berry(Chair); C Stokes

		Action
1.	Welcome - Everyone welcomed to the meeting.	
2.	Apologies - J Berry(Chair); C Stokes Accepted	Resolved
3.	Minutes of previous meeting Cannot be verified, carried forward to next meeting.	C/Fwd
4.	Matters Arising 5. Scheme delegation ongoing to FGB 6. School's UK successfully sued, monies returned. 7a. Accident reports, next Finance Autumn 2 to be completed by Spring 1. 7b. BCP, meeting with W Sears(19.01.17), completed more than required. 7c. Charging & Remissions, reviewed at last Finance meeting - completed. 7d. late lock up, cannot do, list for the year to be given to R Taylor's. KM to Action. Confirm meeting start times. Action SW	Resolved Resolved Resolved Action KM Action SW
5.	SFVS - Sections B & C Discussion took place, Action KM to update online, to be sent to Governors by Thursday 30 th March 2017.	Action KM
6.	Budget Monitoring Report a. KM distributed Finance Report, any questions arising? b. See 10. Insurance costs - KM contacted JFU, completed c. See 4. KM: will rectified spoken to HR Capita head office, JFU contacted, have email trail when brought to Capita's attention. d. Governors asked is it possible to take emails to FGB. KM to Action e. See 16. Bungalow rent & rates, biannual review to check size of site. Action KM to see JB to advise procedure to redefine use/non use of bungalow. f. See 18. ICT rolling programme - new whiteboards £3500 per board. Governors questioned unplanned spends? To spread cost over 5 years. Governors asked re Audit 13/14 February . Audit will inform SFVS, take to FGB. g. Budget is now closed.	Resolved Action KM Action KM/JB KM
7.	10 Questions HT produced document re Benchmarking (see attached sheet/graphs) explained position of River View . 2 form entry - Year 3 official beginning of this. 3. HT explained 0.81 children. 5. Optimum 0.78 6. HT to ask Benchmarking 7. 3 year Modeller - Academisation what prospect? 8. £469 per pupil 9. see School Improvement Plan to add column also on GDP. 10. brought to Finance previously Benchmarking is now accessible: www.education.gov.uk/sfb login is: LA 860 Establishment 3500 DB/MR cannot make Wednesday 5 th April - change to Thursday 30 th March, time 09.30 am. Budget Setting	HT
8.	3 Year Modeller Pupil numbers fluctuating, movement throughout the year. Budget formula will change, staffing changes not always replace like for like. Staffing is populated automatically, add 2%	

	- 3% inflation. Governors questioned does modeller assume everyone increases by one point? Automatically adds Performance Management, enter known at present. Income SEND/PP/LAC/EYFS adjusted later, discussion took place. Expected £6769 deficit in Nursery to be looked at. Governors asked are mindful year on year? Budget tight, JFU predicting Staffordshire schools better position than last year.	
9.	A.O.B	
10.	Date of next meeting: Thursday 20 th March 2017, time 09.30 am	
11.	Meeting closed 4.35 pm.	

Signature Chair: 

Date: 4.4.17

Min No	Action required	Who?	When	Action completed
7d	Lock up list for year to R Taylor's	KM		
7d	Confirm meeting times	SW	a.s.a.p	
6d	Email trail	KM	To FGB 15.02.17	
6d	Bungalow rent & rates	KM/JB		