

PEAR TREE PRIMARY SCHOOL



**Strategic Development Committee
held on
Friday 22 June 2018 at 07.45am**

Present

Simon Holden
Boo Edleston
Zoe Buggie
David Gallagher

Chair
Head Teacher
Co-opted
Co-opted

In Attendance

Ruth Hadfield
Lorna Jones

Deputy Head Teacher
Minute Taker

1. **Apologies** . David Gallagher and Ruth Hadfield
2. **Minutes of the last meeting** . Held on 11 May 2018 agreed as a true record.
3. **Matters Arising** . no matters arising
4. **Budget Update**
 - **The Budget 2018/19**
The 2018 Actual + 2019 Budget Plan was sent to Governors prior to the meeting.
BE informed the committee of the following:-

Actuals 18 Income Variance

- Grant shortfall due to ESG deduction
- Money for NEP re redundancy
- The out of hours facility was not established until after the Budget was set for 2017/18
- Increased use of facilities . Boot Camp, Red Wellies Holiday Club and courses on site

Expenditure

- Set up Out of Hours Club, repairs and decoration
- Computers . over budget
- Premises . over budget
- Supplies
- Out of Hours
- Lecturers & Training prof Fees

Budgets 19

Income

- Grant for year based on 217 pupils
- Out of School Club
- Courses
- LLE work

Expenditure

- Remuneration . Teachers pay set to include 3% increase . this is not confirmed

BE stated:

- Internet provider leaving Local Authority and going with Brine Leas High School, but need a provider for telephones.
- Anticipated carry forward of £50,505
- Some stability needed for staff
- Don't know funding for next two years . difficult to plan a 3year budget
- From September:
 - Less FSM
 - Pupil Premium + less
 - EHCP less
- BE highlighted that the Governing Board needed to note that there was also the extension to consider which could run over budget

BE had spoken with the Accountants and they felt the school was in a good position in comparison to other schools.

BE circulated the 2018 provisional results for Pear Tree Primary School. Progress is good in all areas except Progress . it needs two years to show results.

Action

The Strategic Development Committee to recommend to the Full Governing Board to support and agree the budget proposal for 2018/19

- **PIPs**

The report was circulated showing the numbers of children registered, the income and expenditure and the monthly breakdown of profit. The total profit so far is £19,417 against a prediction of £8,000.

5. CIF Bid Outcome

• Hall Extension

BE stated that tenders for the hall extension closed today. BE and the architect would be opening the tenders next week. The proposed start date would be October/November 2018, during school holiday time, and would last for around five months.

CIF Window / Doors element

The windows and doors will be replaced between October/November.

6. Review of Meetings and Meeting Dates

It was felt that the committee meeting dates and the Full Governing Board meeting dates are not in sync with the school assessments and other data. BE suggested that the Strategic Development Committee meet once a term instead of twice but that a finance meeting take place once a term with the school's business manager, Judy Littlewood, in attendance.

Action

The Full governing Board to agree:

- The Strategic Development Committee to meet once a term**
- The finance committee to meet once a term and to invite JL to attend**
- The Full Governing Board's June meeting to be moved to July to enable the test results, assessments for the school year to be presented to the Board as accurate not provisional**
- The Teaching, Learning & Community Committee to move to one meeting a term**

7. GDPR update

The Data Protection Action Plan was circulated to the committee. The plan gave a good grounding of where the school is regarding implementing GDPR. ZB informed the committee that she had met with DH to look at GDPR. ZB stated that DH was very knowledgeable and very conscientious on GDPR. ZB suggested to the committee that she becomes the Lead Governor on GDPR and Health & Safety as Governor representative.

All Governors have been sent the e-module link to undertake the GDPR training. ZB stated that she had completed the training.

Action

ZB to become the Governor with responsibility for GDPR and Health & Safety

8. Safeguarding – in Part Two

9. Pupil Premium – Update at Full Governing Board

10. School Incidents/Reports

- **Accident report for both pupils and staff**
One incident with a member of staff
- **Bullying Report** . no incidents reported
- **Racism incidents** . no incidents reported

11. Any Other Business - none

12. Date and Time of Next Meeting and academic year 2018/19 . to be agreed