



## Wildmoor Heath School

### Minutes of a meeting of the Full Governing Body held at 5.35pm on Monday 23<sup>rd</sup> May 2016

---

**Present:**

Mrs Carole Blunden-Lee  
Mr Jason Cooper  
Mr Stewart Mackie  
Mrs Karen Roche (Chair)  
Mr Christopher Salt  
Mr Grant Strudley (Headteacher)  
Mr Cliff Thompson  
Mrs Alison Rolls

**Absent:**

Mrs Sophie Leadbeatter  
Mrs Nicola Thurgood

**In attendance**

Mrs Liz Johnson – School Business Manager (SBM)  
Mrs Celeste Moruzzi – Clerk to the Governors

---

**Welcome** – the Chair welcomed everyone to the meeting.

1. **Apologies for absence:** There were no apologies for absence.
2. **Declarations of Interest (financial and personal):** None
3. **Agree budget plan for the new financial year**

KR advised that the purpose of the meeting was to agree the budget plan for the new financial year. SM (as Chair of the Finance and Buildings (FaB) Committee) informed Governors that at the last FaB meeting they had gone through the budget plan line by line. The outcome of the meeting was to agree a deficit of £10,808 with GS to contact Paul Clark at BFC to advise him of the situation.

Further to the FaB meeting GS contacted Paul Clark who recommended that the school should apply for a loan of £15k over two years rather than have a deficit. The budget papers had been updated to reflect this and the school budget now shows a contingency of £3,692.

GS advised that the school started the last financial year with a £20k deficit but only ended up with a £12k deficit at year end.

Additionally, GS advised of the following anomalies in the figures:

- The staffing figure includes the cost of a Teaching Assistant who is directly funded by the LA, the income however is reported on a separate account line
- There was an overspend of £6k in Nursery funding due to the clawback of £6k due to the number of children in the class being lower than originally forecast
- There have been slight changes to the Staffing model

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

A Governor commented that the cuts and provisions made in the budget had been realistic.

**Five Year Plan**

Governors were referred to the loan repayment schedule, circulated in the previous week, which detailed the following:

Loan schedule	Wildmoor Heath School	
<b>Total advance</b>	<b>£15,000</b>	
Advance one	£15,000	01/08/2016
Repayment one	£7,000	01/04/2017
Repayment two	£8,000	01/04/2018

GS advised that he and LJ had already identified approximately £15k worth of expenses as 'last instalments' and so will not appear in next year's costs, these include:

IPC	£3,500
Hall Screen	£3,200
Loan repayment	£7,000

**Governors asked the following questions:**

Question	Response
Have we kept all the SLAs with the LA?	<p>We have removed the Early Years professional support package due to having two very experienced EY teachers job-sharing.</p> <p>We have essential services and the IT services. The broadband contract is still unknown as BFC are currently renegotiating with the supplier.</p> <p>The cost is marginally higher than in previous years.</p>
The school meal provision changed half way through the year. What impact does this have on cost?	<p>The costs are broadly similar and if the income stays the same then they more or less cancel each other out. As we are catering in-house now our gas and electric costs have gone up but this has been allowed for in the budget.</p>
Our current loan is over three years and the new one will be over two years, is that	<p>Yes, we are in the final year of the first loan.</p>

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

Question	Response
correct?	
What would happen if we academise?	Part of the agreement would be that if we academise we pay back the loan by either adjusting our budget or via the Private Fund.
How much is in the Private Fund?	£19,219. Last year we spent £6k of it on trips and IT and would expect a similar amount of expense going forward.
Do BFC mind you having that much money in the Private Fund?	It is our money that they cannot claw back.

### Projects for next year

Governors were referred to the projects schedule which had been circulated in advance of the meeting. The main projects highlighted were:

- Creation of Library and mini ICT suite at a cost of approximately £8k
- Refurbishment of the current Nursery
- New blinds and a door in the corridor (already been paid for)
- Turning existing library into a cloakroom
- Adventure playground works

In total there will be approximately £20k on building improvements. GS stated that Mrs Pither has done a very good job at getting best price for items.

GS advised that £3k for computers had already been approved by the FaB committee and £3k had been given by the PTA towards the adventure playground. Whilst the school has applied for a grant from the Foyle Foundation of £6k, it has budgeted that it will not receive this and as such it means that the entire delegated capital budget will be spent on these projects.

GS informed the Governors that the school had received £2,800 from Councillor Bob Wade via the Councillors Initiative Fund. This had paid for the schools subscription to PixL.

### Loan and Budget agreement

The Governing Body agreed that the Chair of Governors formally requests that the Director of Children, Young People and Learning recommends that the BF Schools Forum agree a loan advance and repayment schedule for the school as follows:

Loan schedule	Wildmoor Heath School	
Advance one	£15,000	01/08/2016
Repayment one	£7,000	01/04/2017

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

Loan schedule	Wildmoor Heath School	
Repayment two	£8,000	01/04/2018

The Governing Body also agreed to fully comply with the loan conditions to be approved by the Schools Forum on 14 July 2016 that will then be incorporated into in the BF Scheme for Financing Schools.

Having reviewed carefully all the supporting budget paperwork and subject to the loan request being agreed by the Schools Forum, **the Governors unanimously agreed a net budget of £791,974** as set out on the School Budget Plan 2016-17 (previously circulated). **The budget therefore results in a contingency of £3,692.** The Committee thanked Mrs Johnson and the SLT for their considerable work in producing this budget.

**4. Other business**

i) **Next FGB meeting**

It was agreed that the meeting time should be brought forward from 4pm to 3.30pm.

There being no further business the meeting closed at 6pm

**Date of next meeting:** Thursday 9<sup>th</sup> June 2016 at 3.30pm following the Governor Day

Signed..... Date.....  
**Karen Roche - Chair**

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_