



VIRTUAL MEETING OF THE RESOURCES COMMITTEE ON MAY 4TH 2021 AT 9.30AM VIA ZOOM.

PRESENT: Hilary Priest (HP), Rob Hill (Chair), (RH), Ian Stewart (IS), Mike Waterson (MW), Claire Jones (CJ)

IN ATTENDANCE: Debbie Horton (Clerk)

Minutes

1	Welcome & apologies for absence There were apologies from Laura Partridge. Rob Hill arrived at 10am. IS chaired the meeting.
2	Attendance & declaration of interest The clerk noted attendance. There was no declaration of interest. The committee agreed to move to item 4.
4	Catering To monitor provision of school meals and re-affirm school food standards. Two years ago, RH had looked at catering from a financial point of view and reported to the committee. The report had not included food standards. The committee had received the DFE food standards document with the agenda. Q: MW asked if the school was meeting those standards. A: Yes, it was. Q: MW asked about variety in the menu as it appeared to be more standard now. A: The menu is changed every half-term, and it is based on what the children will eat, the chef, and the standards. The committee reaffirmed its commitment to the DFE food standards.
5	Staffing <ul style="list-style-type: none"> One member of staff is leaving at the end of the term, and will not be replaced. Maternity Leave for 3 members of staff will be covered in-house and this is currently under discussion. Under Covid guidance, they can decide whether to attend school in their third trimester, though the school is not compensated if they don't. One class has been re-organised as part of these arrangements. SENDco maternity leave has been covered by a 2 day a week SENDco appointment and 1 day a week by HP. This afternoon, there are interviews for a TA to help with SEND RH arrived at 10am. The meeting moved to item 3
3	Budget <ul style="list-style-type: none"> No significant change to discuss since the last monitor. The benchmarking report, which IS had undertaken, had been sent to committee members. RH suggested keeping an eye on premises costs, which are low in comparison to other schools, as these will increase as the school ages. IS mentioned that more funds had been transferred to the buildings cost centre in the budget for this reason. The report was approved. RH noted that self-generated income from other schools was higher than at the Grove. This could be something the school worked on. However, the school spent less on utilities and premises than other schools, partly as a result of good management of the budget by Sandie Lovell. Q: CJ asked why the school appeared to have less income than the other schools in the report.

	<p>A: Historically this was to do with less deprivation funding as a school, and Devon County receiving less funding than many other local authorities. This year the school had received more income per child, and there were more EHCPs, which had funds attached, so the next benchmarking report would reflect these changes and income would be higher.</p> <p>Q: IS asked if Devon County ever questioned the school's spending.</p> <p>A: It would, but only if there was a deficit, or potentially if there was a huge surplus, which it could remove. Sandie Lovell discusses the budget with DCC when setting a new one each year.</p> <p>Q: RH asked whether the primary partnership was still operational.</p> <p>A: Yes, it was meeting this week via Zoom to talk about CPD.</p> <ul style="list-style-type: none"> • To consider where to spend the surplus. RH suggested that HP come up with a proposal which aligned with the SIP and with responses from parent and staff surveys about spending. CJ suggested a survey question which asked if money was no object where would you spend it? HP said that some play equipment needed replacing, and there had been some extra spending on staff as a result of overtime and staffing costs. She would draft a proposal with the remainder. <p>ACTION: Spending the budget surplus proposal.</p>
6	<p>Safeguarding Ofsted visited last week to look at the school's procedures and processes around sexual abuse, as part of a government commissioned report.</p> <p>Actions from this visit include clarifying what is and what is not harmful sexualised behaviour in the Behaviour policy. Ofsted also recommended that the SLT read and share knowledge from the Ofsted handbook, Inspecting the Curriculum and the Brooks traffic light system.</p> <p>As a result of the inspection the school is also revisiting all curriculum areas and ensuring that SEND is woven through everything that is done. A deep dive into reading is likely to be a part of the next normal Ofsted inspection.</p> <p>IS highlighted that governors need to consider how they show that they know what is going on in the school. With regard to safeguarding procedures, HP suggested that the governors come up with a set of questions for children. In future inspections, Ofsted have indicated that they will want to talk to as many governors as possible, so it is important that all governors know how children are impacted by school policy and practice. HP suggested providing a curriculum summary sheet for governors, as they will not be expected to memorise everything in this area, if questioned by an Inspector.</p>
7	<p>Extended school provision Before and After school clubs ran all the way through lockdown and children were organised in bubbles, as in school. The clubs are well-staffed, independently managed and are running smoothly.</p> <p>HP said that there are plans to enlarge bubbles in school, so that year groups can play together, but they will await guidance.</p>
8	<p>Facilities and Health and Safety, including Covid measures IS and Sandie Lovell had a recent walkaround and asked staff if there were any premises problems in their classrooms. There were no major concerns, apart from a few windowsills in need of repair.</p> <p>Over the Easter break, Kier mended the heating, repaired some leaks and redecorated where there had been water damage.</p>
9	<p>Governor visits The governors noted that the school is currently reorganising subject co-ordinators into 4 teams, and the School Improvement Plan (SIP) is being adapted to reflect this change. HP suggested that governors re-arrange themselves to align with this new system, for example, by appointing two governors per team.</p> <p>Visits could be booked for the end of the Summer term, when the system has been in place for a while.</p> <p>IS planned to suggest teacher/governor meetings with members of the Teaching and Learning Committee, for this term, either in person or via Zoom.</p>

	<p>A SEND meeting with governor leads has been arranged for June 22nd 2021.</p> <p>HP informed the committee that a new governor may be joining the board from September.</p> <p>A one- night residential in yurts and close to Totnes has been arranged for Year 6.</p>
10	<p>Policies for review</p> <ul style="list-style-type: none"> • Secondment (new 2019 version). HP to customise new version where highlighted, and it will be brought to the next FGB for approval • Staff code of ethical conduct (original 2011 version). Since the school has a more recent Staff code of conduct, and no updates beyond 2011 have been offered for this one, it was agreed that it should be dropped from the school's policy list. • Accessibility Plan. HP to check the existing policy against the latest Babcock model and a document about making Word documents accessible. To be brought to next FGB meeting for approval. <p>Q: MW asked about current accessibility needs in the school.</p> <p>A: There are some mobility and SEND issues, but none involving sight or hearing.</p> <p>The clerk suggested that a subscription to Governor Hub might now be considered by governors, since the annual subscription had dropped to £149 pa from £400. Previously, £400 had been thought too expensive. The current way for governors' to access policies, terms of reference and other paperwork is in need of an upgrade, and Governor Hub offers one easily accessible place for these to be held.</p> <p>The Committee agreed to recommend taking out a subscription to the Board.</p> <p>ACTION: IS to take Governor Hub forward with Sandie Lovell.</p> <p>ACTION: Accessibility and Secondment policies to be customised ready for FGB meeting on May 11th</p>
11	<p>Business brought forward by the Chair</p> <p>There was none.</p>
12	<p>Date & time of next meeting</p> <p>Resources Committee meeting 29th June 2021. Time TBA, depending on whether it is via Zoom or in person.</p>

The meeting ended at 10.45am

Summary of actions

Item	To do	By whom	By when
3	Spending the budget surplus proposal.	HP	By half-term
10	IS to take Governor Hub forward with Sandie Lovell.	IS	By hal -term
10	Accessibility and Secondment policies to be customised ready for FGB meeting on May 11 th	HP	May 11th