

**SUMMER TERM 2017**  
**Heathwood Lower School**  
**Minutes of Governing Body Meeting – Wednesday 3 May 2017**

**PRESENT:**           Susanne Dove (HT)           Hayley Fitch  
                          Rose Gunter                    Paula Bangs  
  Jonathan Young  
  Mike Chappell

**IN ATTENDANCE:** Elleesa Rushby (Clerk)

**APOLOGIES:**       All governors were present  
Attendance:

|         |         |         |
|---------|---------|---------|
| HF 100% | SD 100% | PB 100% |
| MC TBC  | RG 100% | JY 100% |

**ACTION/DATE**

**1**           This mini FGB is solely budget related and minutes of the previous meeting will be deferred until the next FGB meeting.

Governors referred to the document: Income and Expenditure 01.04.2017

The Chair of M&R highlighted the following as narrative:  
Pre-school funding this figure will change from the one stated as funding is assumed and there can be claw backs.

Educational supply Staff costs have risen.

Buildings and Maintenance – expenditure will be met part capital and part revenue. The LA will replace the lighting/emergency lighting. There is still some uncertainty about the fire alarms as inspectors have disagreed about this. The tender is now closed. Detail to be discussed with the successful contractor.

*Q: What are the issues about the lighting?*

A: The LA felt that classrooms were too dark.

The H & S governor requested a copy of the Lighting spec when it is available.

**HT**

The LA work will also cover some drain work. Many of the pipes are old and bowed. This may mean digging up the playground. The School had budgeted 10K for all of the work but now they will only have to contribute 10% of the total cost.

E12 – 3K had been allocated to this cell for electrical testing but this can now be released

C101/C102 is a clean in/out to pay for the ramps.

The Chair of M & R drew governors' attention to ICT Learning Resources. Education City License is up for renewal and 9K will

**ACTION/DATE**

be spent on laptops. Purple Mash has also been updated. ICT costs are not the same year on year and usually go in a 4 year cycle.

E25 Catering Supplies – 19K has been allocated. Contingency is needed for catering in case a major item like a cooker has to be replaced.

There is a 31K underspend, some of which is due to some reduced and possibly time limited staffing costs. This saving is not on-going. The School is uncertain about its funding going forward due to the new funding formula.

PPG is paid in arrears, the April after the pupil becomes eligible. However, once eligibility ceases, the funding is still paid until the April after this.

The School has several trial tables for School Meals. Storage is an issue. Only 5 fit the cupboard space but 9 tables are needed.

The Clerk informed the GB that she had asked the question about stating the underspend in the minutes at a recent seminar. The Clerk confirmed that the underspend should be stated in the minutes and it would only be problematic if no explanation had been given or sought to explain this. However, the HT had accounted for the underspend to governors' satisfaction.

The Budget was signed off.

Signed ..... Date .....  
CHAIRMAN

# Mini FGB 03.05.2017

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Table view

Administration



Most popular option: **I agree the mini FGB minutes 03.05.2017**

[Select final option\(s\)](#) ▼

5 participants

|                | I agree the mini FGB minutes 03.05.2017 |
|----------------|---|
| Jonathan young | <input checked="" type="checkbox"/>     |
| Mike Chappell  | <input checked="" type="checkbox"/>     |
| Paula Bangs    | <input checked="" type="checkbox"/>     |
| Hayley fitch   | <input checked="" type="checkbox"/>     |
| Rose Gunter    | <input checked="" type="checkbox"/>     |
| Elleesa Jones  | <input type="checkbox"/>                |

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