

St Catherine's VC C of E Primary School
Resources Committee

Thursday, 11th January 2022 at 4.00pm

MINUTES

Aim High, In Life, In Learning, With God - Together

Committee members: Mike Marsh (Chair), Ange Wallis (Head), Jo Devonshire (Deputy Head), Peter Falconbridge, Tracey Fisher (School Business Manager)

In attendance: Mike Marsh (Chair) MW) Ange Wallis (Head) AW, Jo Devonshire (Deputy Head) JD, Peter Falconbridge PF, Carly Perkins (CP), John Perkins (JP), Dale Webster (DW) Tracey Fisher (School Business Manager) TF

No.	Item	Action
1	<p>Welcome, receive apologies and approve absence</p> <p>MM opened the meeting at 4:30pm and welcomed governors. Apologies received from CP and DW. Apologies accepted by the meeting.</p>	MM
2.	<p>To declare a conflict of interest on any item on the agenda and withdraw for that item</p> <p>No declarations of conflict of interest.</p>	All
3.	<p>To approve the minutes of 30th September 2021</p> <p>The minutes of 30/09/2021 were approved as an accurate record of the meeting and signed and dated by the chair.</p>	All
4.	<p>To confirm that the actions from the minutes of 30th September 2021 have been taken</p> <p>Agenda Item 5. Update on Resources: -</p> <p>Tarmacking. HCC have now opened a new round of capital fund bids. TF will submit a new bid for funding to complete tarmacking works. Ongoing.</p> <p>Infant Building Windows and Junior Building Roof bid to county. TF has submitted new bids. Decision on successful bids will be notified in sixth months (June 2022). TF will notify RES governors Ongoing.</p> <p>Music Suite. TF has obtained costings for the outstanding work. Work needs to be planned in. TF to keep governors informed. Ongoing. Covered in agenda item 5.</p> <p>AW has discussed the Music Suite development with David Morton (Diocesan Director of Education). AW is waiting for an update from Ruth Garman and will follow up accordingly. Ongoing Covered in agenda item 5.</p> <p>The decision to provide EYFS face to face Makaton training has been reviewed. Makaton training will now be targeted at SEND children only.</p>	<p>All</p> <p>TF</p> <p>TF</p> <p>TF</p> <p>AW</p> <p>JD</p>

	<p>completed. JD will report progress to governors via updates on the Accessibility Plan. Covered in agenda item 10.</p> <p>PTA. PTA held an AGM on 23.11.21 and appointed Officers – Chair, Vice Chair, Treasurer and Secretary. Accounts for 2020-2021 have been audited by TF. Not clear if the Model, Parent-Kind, Constitution was adopted at the AGM. AW will check and encourage the PTA Committee to ensure a copy of their constitution is available on the school website.</p> <p>Securing Grants – PF noted DW has experience writing and submitting CIF bids for academies. He is willing to work with AW, DF and TF in preparing and submitting bids for funding for the Music Suite project. He is also willing to review the current Music Suite contracts. AW to meet with DW to discuss. Covered in agenda item 5.</p> <p>Agenda item 6. To approve policies and confirm those for review Emergency Evacuation Plan & Procedures The Disaster Recovery Plan was reviewed and approved at the FGB – 21.01.21 completed.</p> <p>The Emergency Evacuation Plan was reviewed and approved, remotely, by RES governors on GovHub on 26.10.21 completed.</p> <p>SW has completed an accredited Fire Marshal training course. completed.</p> <p>It was also noted that SW would keep all H & S records and checks updated via the PARAGO system. An iPad has been purchased for SW to keep records remotely. DW to provide setup and training</p> <p>Charging and Remissions Policy Covered in agenda item 6.</p> <p>Upgrade of School ICT Server to a Cloud system;</p> <p>PF has filed a copy of ‘Cloud-based Computing’, linked to the 1998 data Protection Act, in the Data Protection folder on GovHub. completed.</p> <p>Health & Safety Policy Approved, remotely, by RES governors on 15.10.21 completed.</p> <p>Teachers Pay Policy PF and AW agreed to check the Herts GRID for any update to the current Pay Policy. An updated policy would be circulated to governors to review and approve via Governor Hub. Ongoing</p> <p>Agenda item 7. To monitor the implementation of GDPR The Data Protection Policy, Data Security Policy, Data Retention Policy, Data Retention Schedule, Subject Access Request Policy and the Data Breach Response Plan were all approved, remotely, by RES Governors on 12.11.21 completed.</p>	<p>AW</p> <p>AW</p> <p>SW/DW</p> <p>PF/AW</p>
5.	<p>To receive an update on Resources Premises (TF)</p>	

	<p><u>Music Suite funding & planning (TF)</u> The weatherproof building shell has been constructed. The remaining works have now been costed and copied to governors. TF has met with DF and SW to process various funding bids. DW will be asked to join this group (see note on 'securing grants' above)</p> <p>TF also noted grants of £1,000 from Cllr Lewis Cocking and £1,000 from Cllr Paul Mason and £1,000 donation from Mr Staiano will also go towards the Music Suite refurbishment.</p> <p>Q. When do you anticipate an opening of the new Music Suite? A. At the moment we are looking at March 2023.</p> <p><u>Possible all weather sports court proposal (AW)</u> AW has met with Tony Cox (TC), Bid Manager for Love Hoddesdon, to discuss financial support to develop and build an all-purpose Sports Court on a section of the school playing field. The intention would be to use it for pupils during the day and then let it at weekends to the public to raise extra funds.</p> <p>TC proposed the council fund the building of an all-purpose Sports Court, which would be a joint school/community facility. It could be used by the school by day but then would become a public facility in the evenings and at weekends. It would require a separate entry and exit system, which would not allow the public to gain entry to the school. As a council facility it would not lie within the school's control to manage. This could possibly provide an opportunity for teenagers to gain access to the school to cause damage. We would essentially have no right to manage the facility, but could incur additional caretaking costs to clear and maintain the facility after evening or weekend use.</p> <p>After careful discussion it was agreed, unanimously, not to accept the proposal from TC. AW will communicate the committee's decision to TC, but note that we would still be open to a future discussion about a joint venture that would give the school absolute rights of management and control.</p> <p>It was agreed that AW would investigate other funding sources for the development of an all-purpose Sports Court, possibly via the Sports Council.</p> <p>AW noted she would like the RES Committee to consider the funding of a roof for the swimming pool as the next major project, following the completion of the Music Suite. To be added to the next agenda for discussion.</p> <p><u>SFVS (TF).</u> Work on the 2021-2022 Audit will begin during the February half term week. TF to arrange a meeting with CI and AW</p> <p>CI will circulate the SFVS Competency Matrix for RES governors to complete</p> <p>Health and Safety. MM and JP will arrange to meet and discuss the spring term Health & Safety visit as part of a hand-over process for JP taking on the role of Health & Safety Link Governor.</p>	<p>AW</p> <p>AW</p> <p>AW</p> <p>ALL</p> <p>TF</p> <p>MM/JP</p>
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Finance. TF had posted the period 7 (October 2021) budget monitoring report on Governor Hub.

INCOME

Q. I03. SEN Funding. *Lump sum received £5833 coming November.* Did the £5833 arrive in November. Will this cancel the end of year overspend?

A. Lump sum received November. No, it will not cancel overspend – new calculation including staff changes Jan – March estimated loss of approx. £11.5K

Q. I08. Local income. I assume the £4,000 variance is due to a fall in lettings income? Has there been any change between period 7 – 9 (December)? Is there any indication lettings income could improve for 2022?

A. The initial £4k extra income reflected the profit received for the playscheme, but new calculations will show a loss against Afterschool Club overall due to a lower amount of users.

Q. I18c/d. Additional grants for schools. Is the £6,027 and £2,437 variance because there are still monies from the additional grants to be received, or have we had all additional grants payments?

A. £2,437 was an extra to budgeted amount received against FSM. The extra income amount of £6,027 has been recalculated as the Tutor led income will be reclaimed as we are not participating in this programme and we are due to receive an extra £2646.50 recovery premium funding in Jan 22 so the new figure will be reduced to £3826.75

EXPENDITURE

Q. E02. Supply. Variance £5,000. Despite the projected overspend I think the school needs to be congratulated for continuing to manage such a small Supply budget. Is the overspend due to an unforeseen absence? Could it increase further between P7-12?

A. Overspend (extra amount allocated) relates to Covid absences and unforeseen cover not budgeted for in the original figures. Teacher insurance policy covers partial cost but initial 3 days not covered.

Q. E03. Education Support Staff. Variance – £8,363. What factors have contributed to this projected overspend?

A. At this point the £8363 was an estimated overspend due to a couple of staff contracts increasing in hours to budgeted amounts. However, with the review and staff changes Jan – March I am now estimating an underspend of around £10K.

Q. E07. Other Staff (MSA's & SA's). Variance - £2,103. Is the variance due to the cost of the playscheme staff? How will this be offset from income?

A. Yes in part, however, there is a good profit once the salaries have been deducted which has been reflected in I08

<p>Q. E18. Premises Costs. Have we received the 10k paid to St. Cath's Ware in error?</p> <p>A. Yes, on the 14th December 2021, so will reflect in period 9's accounts.</p> <p>Q. E20. ICT. Has the new Cloud System been installed? What are the current and projected costs?</p> <p>A. Yes fully installed and cost debited @ period 8 cost £8922.68 should be all cost for this financial year.</p> <p>Q. E27. Professional Services Curriculum. Variance £4,238. What are the staff savings you refer to as '<i>covering the extra coaching for the Autumn term</i>'?</p> <p>A. Two teachers have dropped by 0.1 (one Sept and one Jan) also 2 HTLA's left leaving a slight saving on replacements (lower grades / hours etc)</p> <p>Q. E30. Capital Revenue. Does the £25,599 represent the Music Suite Fund?</p> <p>A. This represents the amount for money transferred from the fund account approx. £21.5K plus a proportion of the donation from Sainsbury (2K) and a requested donation from the PTA (2K).</p> <p>TF noted that, at the moment, it is looking like we will only have a cfwd figure of £651.00 for the 2022-2023 budget. She will confirm the actual projected cfwd figure once a revised budget has been completed. This will be reflected in the period 9 (December 2021) budget monitoring report.</p> <p>TF also informed the meeting of the notification from County that energy cost would rise by 65% for gas and 35% for electricity, from April 2022.</p> <p>Q. Do we have any control over the level of increase in energy costs? Can we negotiate a better deal with other companies?</p> <p>A. We buy our energy from a County Consortium who are able to negotiate the best prices by buying energy in bulk on behalf of multiple schools. We would not be able to secure a better deal as an individual school buying for ourselves.</p> <p>AW noted that the school faces significant financial challenges for 2022-2023. The budget is going to be extremely tight and we will have to make difficult decisions to maintain a balanced budget and address some of the issues, within our SDP, which have cost implications; e.g., upgrading the poor facilities in the Staff Room. This is something SLT are concerned about as part of our duty of care for staff wellbeing.</p> <p>AW noted that the decision has been made, and endorsed by governors, to move to a new payroll system (VERA). We hope to make the actual transfer from CIRCO to VERA during February/March 2022. AW will keep governors informed.</p> <p>Personnel. 1-1 TA support fluctuates according to the needs of individual pupils requiring ENF funding for SEN needs. In December 2021, 3 children left the school and so 3 1-1 contracts had to be terminated. To offset the disruption to the budget it was decided to let 1 of these TA's move to St. Catherine's Nursery to support a named child. When that</p>	<p>TF</p> <p>AW</p>
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	<p>child comes to St. Catherine's School, in September 2022, the TA will return with the child, as part of our staffing compliment.</p> <p>Ms Maud (LM), English Lead, is returning from Maternity Leave for the last three weeks of the Spring Term 2022. Her maternity cover, Ms Hancock (MH) will continue to be paid for those weeks to allow for a reasonable hand-over to take place.</p> <p>Safeguarding. As part of the government's monitoring of Covid management in schools, we have been sent air-monitoring filter systems. SW will install and manage the systems and record the air quality information for government records.</p> <p>AW noted that on the return to school in January 2022 she re-issued the Covid Contingency Measure Aide-Memoire to all staff. The Covid Risk Assessment Form, for County, is up-to-date and has been counter-signed by the Chair of Governors.</p> <p>AW noted that SW raised a concern about asbestos, as part of an asbestos check he carried out before Christmas. County sent an asbestos team in to evaluate the asbestos risk on 23rd December. They concluded there is no evidence of any increased risk from asbestos in the atmosphere, although we are still awaiting the written report. Actions from the report will be notified to governors</p> <p>AW noted a contact she had received from the 'Thankfulness Church' based in London. The Pastor had inquired about using the school to house a church-plant they wanted to implement. There was a lack of real detail about the church plant or the management structure and belief system of the Thankfulness Church. After discussion it was agree that the school should not go ahead with further discussions with the Thankfulness Church.</p>	<p>SW</p> <p>AW</p>
<p>6.</p>	<p>To approve policies and confirm those due for review:</p> <p>Policies due for approval in Autumn 2021: -</p> <p><u>Charging and Remissions Policy</u></p> <p>Q. The policy states 'Voluntary contributions may be invited for: Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip'. Is this normal practice? can we ask parents to contribute to the cost of a supply teacher?</p> <p>A. If a supply teacher has to be used to release a teacher to go on a trip, this element is allowed to be included in the costings for the trip to be paid by parental contributions.</p> <p>Q. In Appendix 1 - Bookings and payments, it states parents should use the gateway app to make bookings and payments? Is this a separate app to the new ARBOR app?</p> <p>A. Sorry for the confusion! At present ARBOR has the facility for payments, but as we are paid up until the summer 2022 with Gateway, we will be keeping with them until our contract expires.</p> <p>Q. To help with children's visits, could we look at using governors as additional volunteer helpers?</p>	

	<p>A. Yes, governors would be most welcome to help on school visits and trips.</p> <p>The policy was approved. PF will file a copy of the updated policy in GovHub and amend the Policy Schedule.</p> <p><u>Teachers Appraisal Policy</u> The policy was approved. PF will file a copy of the updated policy in GovHub and amend the Policy Schedule.</p> <p>Policies due for approval in Summer 2022: -</p> <p><u>Accessibility Plan</u> The current Accessibility Plan (2019-2022) will expire in July 2022. This plan is monitored termly by JF/JD and reported to governors at RES by JD (see item 10. Below). JF/JD will write a new Accessibility Plan (2022-2025) and circulate to governors prior to the RE Committee Meeting on 3rd May 2022.</p>	<p>PF</p> <p>PF</p> <p>JF/JD</p>
7.	<p>To monitor implementation of GDPR Governors have reviewed the DPO's Written Report for the Autumn Term 2022 (11th January 2022).</p> <p>PF noted that the school's privacy notices, originally written in May 2018, were all out of date. PF has started to review the updated privacy notices on the GDPR Toolkit Site. Once they have been reviewed, he will arrange for the DPT to check them all before replacing the old notices on the website. Governors will be kept informed.</p>	<p>PF</p>
8.	<p>To Monitor the allocation of PPG Funding</p> <p>JD noted that the Pupil Premium Strategy Statement for 2021-2022 has been completed and is posted on the school website. She also noted an updated format for monitoring the PPG Spend. The Pupil Premium (PPG) Spend Monitoring Report will be updated termly to show how pupil premium money is being allocated and spent on specific priorities. JD will forward a copy of this report to PF. This report should be read alongside the Pupil Premium Strategy Statement for 2021-2022.</p> <p>A summary of The Pupil Premium (PPG) Spend Monitoring Report was provided for the RES Committee. The summary report (Appendix 1) shows the indicative PPG Grant to the School for 2021-2022 and the amount of grant received to-date. It also provides a summary of the priorities within the Pupil Premium Strategy Statement for 2021-2022.</p>	<p>JD</p>
9.	<p>To monitor the allocation of SPG Funding</p> <p>JD noted that the Sport Premium Strategy Statement for 2021-2022 has been completed and is posted on the school website. Simon Scott (SS) is now the Sport Premium Lead.</p> <p>JD noted she would be meeting with SS and TF to discuss setting up a Sport Premium (SPG) Spend Monitoring Report, similar to the PPG</p>	

	<p>Report to monitor Sport Premium Spend. A copy of this report would be forwarded to governors when completed.</p>	<p>JD</p>
<p>10.</p>	<p>To monitor actions against the School Accessibility Policy and Plan July 2019 – July 2022</p> <p>AW/JD have RAG rated the School Accessibility Policy and Plan July 2019 – July 2022. Governors have reviewed the document.</p> <p>JF/JD will write a new Accessibility Plan (2022-2025) and circulate to governors prior to the RE Committee Meeting on 3rd May 2022.</p> <p>Q. In the 'Persons Responsible' column the term SENCO is used throughout. Would it not be better to allocate some of these responsibilities to the Inclusion Officer or Inclusion Lead? A. Yes, it would be better to differentiate between responsibilities for Inclusion Lead/Officer and SENCO. This will be incorporated in the 2022-2025 Accessibility Plan</p> <p>IMPROVING ACCESS TO THE CURRICULUM</p> <p>Q. Train an additional learning support assistant at the higher level for supporting pupils with Speech and Language needs. What progress has been made with this? A. All TA's have received general training in supporting pupils with S & L needs, including WELLCOM training. All EYFS staff have received training in the Nuffield English Language Development programme.</p> <p>Q. What does Sst refer to? A. Sst refers to Sarah Storey, our Assistant SENCO.</p> <p>Q. Pupils joining the school at any age or stage have a smooth start and supported transition. There are 6 actions associated with this objective. If it is rated green should there not be success criteria for each action? A. Although there are six separate actions, it was felt that achieving a smooth start and supported transition demonstrated success for each action. However, we have discussed how to improve the RAG rating form for use with the new 2022-2025 Accessibility Plan.</p> <p>Q. Run individual training courses on the use of SEN resources. This is rated green. Should there be some information in the success criteria column about which courses have been completed to date? A. Yes, more information should be provided to indicate which training courses have been successfully completed.</p> <p>IMPROVING ACCESS TO THE PHYSICAL ENVIRONMENT</p> <p>Q. explore the possibility of incorporating individual cubicles within changing rooms. Is this completed or action for longer-term consideration? A. We reviewed the cost implications for building individual cubicles and it was decided it would too expensive. There is also no legal requirement to have individual changing cubicles.</p>	<p>JF/JD</p> <p>JF/JD</p> <p>AW/JD</p> <p>AW/JD</p>

	<p>Q. Provide site orientation training from a qualified Rehabilitation Officer when necessary. I know I suggested this action, but if the level of VI in current pupils does not warrant this level of support maybe we should change the action to - 'commission appropriate training from a qualified Rehabilitation Officer when required.?'</p> <p>A. As we have no VI pupils currently on roll it was decided not to include this action in the 2022-2025 Accessibility Plan.</p> <p>IMPROVING ACCESS TO INFORMATION</p> <p>Q. Explore creating and training a 'Family Buddy' bank of existing staff who can translate at events/parents' evenings (within the school day) for families on request or buy into a Translating package. What is the current status of this action?</p> <p>A. It will be difficult to develop a 'Family Buddy' bank from existing staff. Where necessary we will try to link families up, by language, particularly where there are clear EAL needs.</p>	<p>AW/JD</p>
<p>11.</p>	<p>To receive any other business as agreed by the Chair (MM)</p> <p>DW notified the following items of AOB with PF, prior to the meeting: -</p> <p>AOB 1: I have NEBOSH qualifications in the Management of H&S and also in Fire Safety and Risk management so if I can help the school and John as the link-governor for H&S I would be happy to do so, maybe attend the site walk, review the schools FRA and Asbestos Management reports for example.</p> <p>AOB 2: I would like to highlight concerns with the pedestrian routes to the school with regards to safety, particular the zebra crossings and subways. The zebra crossings are in such disrepair that they're almost invisible to pedestrians never mind vehicles and the subways are intermittently closed due to flooding, lights not working and concrete treads crumbling. I'm meeting with Angela to discuss this separately but thought it might be relevant to this forum too. I'm unsure of what we can do about these items but maybe I can help with writing a report to the Council/Highways department.</p> <p>AW agreed to discuss AOB 1 & 2 with DW, when she meets with him (see note in item 4 above)</p> <p>AOB 3: I'd like to sit down with Tracey to better understand the Budget Monitoring Report. Would it be beneficial to do this as a group so all new Governors could benefit?</p> <p>PF agreed to remind governors about budget training modules available via Modern Governor.</p> <p>It was also suggested that DW and any other RES governors could be invited to attend the next Budget Review Group Meeting. TF will set a date and notify DRG</p> <p>AOB 4: I recall that we ask for children to wear dark blue coats as part of their school uniform. As a parent I try to put my children in coats that are bright and/or reflective especially with the darker drop-offs and pick-ups around this time of year. The below picture has circled the media several times through the years and shows that the child in the yellow coat is easy</p>	<p>AW</p> <p>PF</p>

	<p>to see in comparison to the child in the dark clothing on the below picture who is very difficult to see. I can't clarify if the picture has been altered to dramatise the impact but it does provide a good visual to promote the safety benefits of bright winter clothing. I don't think we manage the coat uniform requirement with an iron fist so maybe we could change it positively as an increased safety measure. If you would rather leave this out as a parent matter that's fine and I can discuss with you, Angela, when we meet next.</p> <p>AW agreed to discuss this with DW when they met (see above). In general discussion it was agreed that it would be useful to review the uniform requirements, with a view to visibility and health & safety.</p>	AW
12.	<p>To confirm time of next meeting;</p> <p>Tuesday 11th January 2022; 4.00-5.30pm</p> <p><u>Items for the next agenda</u> AW noted she would like the RES Committee to consider the funding of a roof for the swimming pool as the next major project, following the completion of the Music Suite.</p>	

Summary of actions

Item	Action	Responsible	When
4	Tarmacking. TF will submit a new bid for funding to complete tarmacking works.	TF	By Feb half term
4	Infant Building Windows and Junior Building Roof bid to county. TF to notify committee of decision on bid to county.	TF	As soon as reasonable
4	AW to notify committee of update from Ruth Garman on possible funding from DEB.	AW	Next meeting

4	JD will report progress on MAKATON training to the committee, via next update on the 2019-2022 Accessibility Plan.	JD	Next meeting
4	AW will check and encourage the PTA Committee to ensure a copy of their constitution is available on the school website.	AW	As soon as reasonable
4	AW to meet with DW to discuss working with MM and JP in a H & S capacity and the items of AOB raised in this meeting	AW	As soon as reasonable
4	PF and AW to check the Herts GRID for any update to the current Pay Policy. Updated policy and circulate to governors to review and approve via Governor Hub.	PF/AW	As soon as reasonable
4	SW/DW to notify committee when iPad is being used to access PARAGO system	DW/SW	As soon as reasonable
5	AW to meet with DW and discuss joining the bid group (TF / DF) to process various funding bids for the remaining work on the Music Suite.	AW	As soon as reasonable
5	AW to contact TC about funding for sports court and discuss alternative proposal. AW to investigate other funding sources for the development of an all-purpose Sports Court, possibly via the Sports Council.	AW	Next meeting
5	The RES Committee to consider the funding of a roof for the swimming pool. To be added to the next agenda for discussion.	ALL	Next meeting
5	TF to arrange a meeting with CI and AW to start work on the 2021-2022 SFVS Audit.	TF	By Feb half term
5	CI to circulate the SFVS Competency Matrix for RES governors to complete	CI	By Feb half term
5	MM and JP to arrange to meet and discuss the spring term Health & Safety	MM/JP	As soon as reasonable
5	TF to confirm actual projected 2022-2023 cfwd figure once a revised budget has been completed.	TF	As soon as reasonable
5	AW to notify committee when CIRCO to VERA change-over is completed.	AW	As soon as reasonable
5	SW to install air quality monitoring kits and notify the committee when monitoring has begun.	SW	As soon as reasonable
5	AW to notify committee when the County Asbestos Report has been received and any actions for the school.	AW	As soon as reasonable
6	PF to file updated Charging and Remission and Appraisal Policies on GovHub and update Policy Schedule.	PF	By Feb 2022
6	JF/JD to write a new Accessibility Plan (2022-2025) and circulate draft copy to governors prior to the RES Committee Meeting on 3 rd May 2022.	JF/JD	Before 3 rd May 2022

7	PF to review updated privacy notices on the GDPR Toolkit Site. DPT to check updated policies. Updated policies to be uploaded to website. Committee to be notified when completed	PF	By Feb 2022
8	JD to forward copy of the new Pupil Premium (PPG) Spend Monitoring Report to PF.	JD	As soon as reasonable
9	JD to meeting with SS and TF to discuss setting up a Sport Premium (SPG) Spend Monitoring Report. A copy of this report to be forwarded to governors when completed.	JD	As soon as reasonable
10	Actions noted for the 2022-2025 Accessibility Plan to be completed as part of the drafting process.	AW/JD/JF	Before 3 rd May 2022
11	AW to arrange a meeting with DW to discuss AOB action points.	AW	As soon as reasonable
11	PF to invite RES governors to the next Budget Review Group Meeting. TF will set a date and notify DRG	PF/TF	As soon as reasonable

Appendix 1

Resources Committee Governor Update Spring 2022 To monitor the allocation of PPG Funding

Date: 7th January 2022	No of PPG pupils on roll: 72
Indicative amount to receive this financial year: £ 94,148 (£1345 x per pupil entitled) + £8,555 Recovery Funding	Amount Currently Received: £52, 455 (June, Sept) £2646 (Recovery)

General update:

PPG Funding is reported in line with the academic year and takes into account number of Pupil on roll during the school Census days. However, it is included within the school budget in line with the financial year.

The PPG Strategy for the next 3 years has been completed, shared with Governors via Governor Hub and uploaded on the website in line with the DfE deadline.

The new strategy format (that all schools must now use) will be updated annually although the overall aims will remain the same. The strategy breaks down the budgeted spend into;

- Teaching (for example, CPD, recruitment and retention)
- Targeted academic support (for example, tutoring, one-to-one support structured interventions), and
- Wider strategies (for example, related to attendance, behaviour, wellbeing).

This year our largest budgets area is in providing Targeted academic support and then **Teaching** in order to ensure we support children to catch up and continue to receive good quality face to face teaching.

DfE confirm PPG allocations in June 2021, once pupil number data from the October 2020 and January 2021 census has been validated and agreed.

We will pay PPG to local authorities in quarterly instalments by:

- 30 June 2021
- 30 September 2021
- 31 December 2021
- 31 March 2022

The Impact report on previous spend has been completed. There was no underspend.

We have yet to spend Tutoring Funding. If unspent on Tutoring – Government will take it back.