

Minutes of South Molton Community College Full Governing Body Resources Committee Meeting held on Wednesday, 27 April 2016 at 5pm.

Chaired by: Councillor P Govier	Clerked by: Sue Squire	
<p>Present:</p> <p>Marc Cornelius Richard Edgell Andrew Finney (Principal) Philip Govier Sarah Robinson Arthur Symons Ellen Vernon</p> <p>Simon Walker, Business & Premises Manager</p>	<p>Agenda: - Apologies Declarations of Interest To approve the 2016/17 Budget</p>	
		Action:
	Procedural Items:	
1.	<p>1.1 Apologies. Andy Comerford</p> <p>1.2 Declarations of Interest. Richard Edgell, Devon County Councillor.</p>	
	Monitoring Items:	
2.	<p>To approve the 2016/17 Budget. Governors had been circulated with the relevant paperwork to study ahead of the Meeting.</p> <p>Simon Walker gave an overview of the figures.</p> <p>“SR asked what the figures of £20,000 and £17,000 to go forward are based on regarding training and supply staff”.</p> <p>SW replied this was additional strategy in supply staff structure. Given changes made and coming up between the present time and September onwards, capacity will be allowed to drop off in the future.</p> <p>AF added that the school is trying to do more in-house training.</p> <p>SW advised the income is much the same as last year in terms of allocation based on pupil basis, which dropped slightly to 567 at the time of the census taken on 1/10/15. On that basis there was £16,000 below the anticipated figure.</p> <p>Income for lettings has been slightly downgraded as the school goes further into the build with upheaval on the site and the situation is not known. The school is not losing out on a lot of income.</p> <p>Once the site has been finished with enhanced facilities, lettings charges will be reviewed.</p> <p>The Pupil Premium sum is not known until June but based on pupil numbers, this would be £100,000 compared with £107,000 last year.</p> <p>“MC asked which of these go up if the enrolment increases and which are fixed.”</p> <p>SW replied some are based on pupils, free school meals as an example. He did not expect it to significantly fluctuate.</p> <p>A lump sum of £247,000 is allocated and DCC break this down into certain categories. We do not get a choice in how this is done.</p>	

There are elements in the formula that takes the sparsity factor into account.

“A Governor asked how the rates bill works, do we get a rebate”?

SW replied that this was due to a refund of several thousand pounds.

“MC asked if it would go up when we move into the new build”.

Reply: Officers have visited the site but the amount is not known. SW has included a flat rate in the figures.

“MC spoke about supply teaching staff with insurance of £8,000 but only spending half in the future”.

Reply: An amount was put in as people move away from DCC Mutual insurance the cost pro rata increases.

“MC asked, under insurance, what is LA insurance and d delegation”.

Reply: This covers certain central services and an element of public liability.

“EV asked about catering”.

Reply: SW was trying to do an analysis to calculate this and thought the costs were covered. £126,000 focusing on staff and pupil money in the till. Income and expenses were the same. He was going to address if there is a strategy to reduce this.

There are seasonal differences and an impact when Y11 leaves at the end of May.

“PG asked if lower food costs could be achieved”.

Answer: Last year with the same staffing costs and cash in the till, £85,000 was spent in provisions. This year just under £70,000 has been spent so a saving on the budget. Pupil numbers have been the same. This would need to be looked at to ascertain the reason.

PG felt we would need to understand it and renegotiate the contracts.

SW informed we would need to be aware that it may increase due to fuel increasing in price.

“TS asked how Departments budgets are worked and allocated”.

Reply: When SW started the job, Departments requested items. The procedure is now on a year on year negotiation and discussion.

“EV asked if ICT equipment is challenged internally”.

Answer: Due diligence is carried out by obtaining 3 quotations.

The spend has increased significantly to enhance the experience at school together with other resources.

When the change has been carried out for the new build, this aspect could be looked at again.

AF advised that an audit of printers had been carried out resulting in most of the printer fleet being cut and MDFs being used for more efficiency.

It is SW's intention to move to a more global approach to procuring items. At present, individual staff members order their own stationery. When bulk orders are placed, these are delivered as and when required.

AF stressed the need to be aware of increased pupil numbers and the national fairer funding for schools. There will be a clearer picture of this next year. It will be phased in over a number of years and will have a huge impact on the budget for many years.

PG spoke about the deficit and his conversation with SW on 8 February when it

	<p>was suggested that it is monitored this year. Difficult decisions may have to be made next year. Salary costs are increased due to the anticipated pupil increase amount from the government.</p> <p>PG was concerned that over 92% of the budget was for salary costs when it had been 80/20 in the past.</p> <p>SR spoke about the increase in the National Minimum Wage that would have some impact.</p> <p>MC mentioned the possibility of having apprentices from Petroc. SW advised this was not factored into the budget.</p> <p>“EV asked how many were on the finance team”. Answer: SW and AF and an admin member of staff who processes invoices and purchase orders.</p> <p>EV felt there was some work to do scrutinizing areas of the budget and SW agreed it would be beneficial to look at it again adding that once the school has been in the new build for a year, there will be a much better idea of the costs involved and easier to map out a 5 year budget. It will also change when we go to an Academy.</p> <p>“RE asked how the cumulative deficit would be dealt with and what could be done to mitigate it and getting it under control”. Answer: AF explained that we will have fairer funding next year. That figure is not taken into account in the figures before Governors at this meeting. There will be more pupils and services are to be looked at.</p> <p>AF continued by saying there were other financial savings to be made, mentioned at an earlier meeting, and he felt confident to go forward in this way.</p> <p>Pupil numbers were talked about, the new build that could take 620 students and confirmation that two buildings could be retained.</p> <p>AF was hoping to get funding for an inclusion unit.</p> <p>SW advised there are areas in the budget where we will under spend, and already we have with vacant posts and in terms of the budget forecast for 5 years we would not get to £469,000.</p> <p>Proposed by EV, seconded by AS, unanimously agreed. RE did not vote as he had not been able to see the figures clearly on his computer screen.</p>	
3.	Matters raised by the Chairman. None.	
	The Meeting ended at 7.53pm.	
<p>Summary of Decisions: ➤ 2016 Budget</p>		
<p>These Minutes are agreed by those present as being a true record.</p>		
<p>Signed: Chair of South Molton Community College Full Governing Body Resources Committee:</p>	<p>Date:</p>	