

Governing Body of the Winchcombe School
Minutes of the Finance & Human Resources Committee
Monday 22 June at 4:00pm (via zoom)

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| Present: Neil Pilsworth (NP) Head teacher, Rachel Redgwell (RR) (GM), Roy Wood (RW), Derek Peuple (DP), Nida Ahmed (NA) |
| Apologies: None |
| Absent: |
| In attendance: Harriet Skinner (HS), Clerk, Sheilagh Peacock (SP), School Business Manager (SBM), |

| Agenda item | | Action |
|-------------|--|------------------------------------|
| 1. | Apologies None <i>The meeting was quorate</i> | |
| 2. | Declaration of any other business None | |
| 3. | Declaration of interests None | |
| 4. | Minutes of the meeting of 6 April 2020 It was agreed that the minutes were a true record of the meeting. RW to sign when lockdown restrictions lifted, and the GB can meet safely. | upload to school website ASAP |
| 5. | Matters arising (i) Financial Skills Review It was agreed to look at training and development needs for the committee during the next academic year. | RW and clerk to review F&HR skills |
| 6. | Appraisal Policy NP informed the committee that a new policy is necessary to move away from data lead performance management and also to reflect the change in objectives due to Covid-19. The committee concurred that the appraisal policy be added to the policy review schedule for 2020/21 academic year. | |



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| 7. | <p>2019/20 Budget out-turn RW noted that the out-turn for 2019/20 year for Main School Budget (MSB) was better than anticipated. All other funds were as expected.</p> | |
| 8. | <p>SBM report/budget monitoring Current forecast is £42k carry forward but SP cautioned that it is only at period 2. SP advised that a virement will be processed in period 3 to rectify an omission of 2 members of staff. SP pointed out that the teachers' uplift has not been confirmed, so although an allowance is included in the budget there could be an impact on predicted carry forward. No news yet about the future of the Language and Literacy Resource (LAL). Phoenix Club: Governors were aware that the new building for Happy Kids was near completion until the Stable Company folded. WBC have arranged for Beard Contractors to visit the site and quote for completion of the project. However, the committee understood that the Phoenix Club will open when the school does, although not necessarily in the new space. RW stressed that it was important to market the PC to new children starting in September. RW speculated if lost PC income would be reimbursed as a Covid 19 expense. The discussion moved onto costs incurred during the pandemic, SP advised that the school could possibly claim for loss of lettings and Phoenix Club income, expenditure on PPE and deep cleaning. DP asked about expenditure on software to enable online learning. SP was happy to inform governors that the school already had the capability for virtual learning which is now being used to full capacity during lock down. However, the committee understood that due to the financial position, the school may not qualify for additional Covid 19 funding.</p> | |

Minutes of the meeting of 22.6.2020

Signed



Roy Wood Date 12.10.2020

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| 9. | <p>Covid 19 update</p> <p>NP advised that The Winchcombe School has one of the highest attendance rates (post Covid 19). Feedback from parents has been overwhelmingly positive. Staff have adapted well and are working hard both in school and supporting children still learning at home.</p> <p>NP explained that an additional bubble is opening next week for children with an Education, Health and Care Plan (EHCP).</p> <p>The discussion moved onto the recent government announcements for “catching up”. The committee agreed that clarity and detail was required. The consensus was that establishing routines and well-being was as important as narrowing the gap academically. RR raised a concern about having sufficient resources in the pastoral team as children return to school and social care referrals inevitably increase.</p> <p>RW asked about provision of laptops and internet access for disadvantaged children. NP advised that Mrs. Betts (SENCO) is coordinating provision with WBC.</p> <p>RW felt it important to note that he raised the question of cyber security with SP during a recent school visit and was reassured to learn that robust protection is in place within the school.</p> <p>Lastly, RW congratulated NP and his team for their efforts during these unprecedented times.</p> | |
| 10. | <p>AOB</p> <p>None</p> | |
| 11. | <p>Date and time of next meeting</p> <p>To be advised</p> <p><i>The meeting closed at 4:50 pm</i></p> | |



Documents:

Minutes of the F&HR meeting of 6 April 2020
Budget out-turn 2019-20
Budget monitoring report to governors June 2020
Fund 01 CFR Budget P2
Fund 08 CFR Budget P2
Fund 13 CFR Budget P2
Fund 50 CFR Budget P2
Fund 55 CFR Budget P2
Fund 99 CFR Budget P2

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Roy Wood Date 12.10.2020