



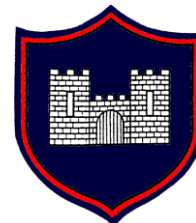
Oldcastle Primary School

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Mr Jeremy Malessa-Thompson
Headteacher
South Street
Bridgend
CF31 3ED

Telephone: 01656 815790

Email: admin.oldcastleprimary@bridgend.gov.uk



Minutes – FGB Budget Setting Meeting 1/5/18

1.

Apologies – Damian Faulkner, Angela Morelli, Sarah Davies, Neil Harris

Present – Clare Davies, Barrie Lewis, Ceri Littlewood, Jeremy Thompson, Lyn Walters, Jane Hughes, Sara Peters, Rachel Evans, Martha Ace, Rachel Dando, David Heyburn, Nerys Sales.

Minutes – Addell Whiteley

2. Report of the Director - Children

For Information	To be Actioned
Items 1,2,3,7 are for information only - Item 4 – Self Employed Protocol - Item 5 – Effective Management of Workforce Attendance - Item 6 – Corporate Learning and Development.	- GB agreed to adopt the protocol - GB agreed to adopt the guidance - GB agreed the training would be delivered via learning workbooks and worksheets. It is anticipated this will be completed by September 2018

3. Budget Setting

For information	To be Actioned
The Headteacher provided a detailed budget report from both the LEA and the school. The school has provided their own budget alongside the LEA as the Headteacher felt that some areas required adjustment following information received regarding future staffing matters and additional information held. Anticipated Budget/Income/Underspend £1,511,877 Estimated Expenditure £1,477,556 Anticipated Credit at year end £ 34,321 This figure may change following an unexpected credit received by the school in March 2018. This resulted in a bigger underspend at the end of the year than was originally anticipated. Governors were made aware that the LEA are able to claw back any underspend over £50,000 however the school is hopeful that this will not happen. Some of these funds have already been allocated to ongoing approved projects.	GB agreed to the schools proposed budget

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4. Finance Items

For Information	To be Actioned
- Discussion was held around the installation of a disability ramp for the school canteen. Governors discussed the need and if appropriate temporary provision could be made. The Headteacher advised that this item had sat on the school's accessibility plan for the last 5 years. The school wishes to be as inclusive as possible and installation of such a ramp would improve access for all. Three quotes have been requested, two have been received and the third provider is unable to complete the work. The school has made numerous attempts to gain a third quote but have been unable to find a contractor. Quote 1 – Bison £3725.00 Quote 2 – Cam Engineering £3800.00 - The school has gained a grant of £2,000 from Ford Britain Trust for shade sail. The school wishes to install a shade sail in the yard near Year 2. In addition following the success of the yard markings on the main yard, we wish to put additional track markings in the nursery area, a plan was provided. Total cost of both items is £5614.00 from Creative Play, the school wishes to use Creative Play following recent price comparisons for development of the playground and the work that has already been completed.	GB agreed the installation of a ramp, preference was for the local supplier Cam Engineering, contact can be made to confirm the design within the budget allocated. GB agreed to the school undertaking this work.

5. Correspondence from the Chair

For Information	To be Actioned
No matters were raised.	

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7. To receive and confirm the minutes from the last FGB meeting

For Information	To be Action
Previous minutes were provided to all Governors prior to the meeting	GB agreed the minutes as accurate

8. Other items

For Information	To be Actioned
A Governor asked if the Code of Conduct for Parents and Visitors which was discussed at the last meeting was ready. A draft policy had been sent to Governors, general feeling was that the document was too long and required a different approach. It was agreed at the last meeting that the revised Discipline Policy would be published to parents and the Code of Conduct would follow as an appendix to the Discipline Policy. Discussion was held around what areas the Code of Conduct would cover, and the possibility of a small panel of Governors meeting to put together a draft policy to be brought to the next FGB meeting.	The Chair advised this item would be added to the agenda for his meeting with the Headteacher this week.

*Governors who are not present are unable to vote on FGB business for that meeting.

The minutes are a true and accurate reflection of the meeting

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David Heyburn (Chair of Governors)

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Date

