

**EXTRA-ORDINARY MINUTES OF THE MEETING OF THE  
HANDSWORTH PRIMARY SCHOOL GOVERNING BODY  
HELD ON 15<sup>th</sup> MAY 2012 AT 7.00PM  
AT THE SCHOOL**

Present:       **Authority Governor**  
                  Mr Malcolm Shykles

**Parent Governors**  
                  Mr Tony Bell  
                  Mrs Christine Dean  
                  Ms Avril Lincoln  
                  Ms Christine Rose  
                  Mrs Mary Wilson (Chair)

**Staff Governors**  
                  Ms Jill Augustin (Head Teacher)  
                  Ms Marianna Jordaan (Staff Teaching)  
                  Mrs Denise Whyman (Staff Non-Teaching)

Also Attending:               Mr John Bishop, Deputy Head Teacher  
Clerk to the Governors:       Mr Michael Andrews

**1.           WELCOME AND APOLOGIES FOR ABSENCE**

1.1       Welcome

The Chair welcomed everyone to the meeting.

1.2       Apologies Accepted

Apologies were received and accepted from Mr Andrew Dodd and George Webster.

1.3       Apologies not accepted

None

1.4       Quorum

The meeting was quorate.

**2.           DECLARATION OF INTEREST**

2.1       There were no declarations of interest.

**3.           BUDGET 2012/2013**

The Budget for 2012/13 was circulated to Governors in advance of the meeting. It was noted that the Resources Committee had reviewed the budget in detail at their last meeting and it was their recommendation that Governors ratify the budget for 2012/2013. The following was then noted:

3.1       The outturn for 2011/2012 (including devolved capital outturn) and earmarked funding was £131,162.78. Governors unanimously agreed to ratify this.

**To Note**

3.2 The School budget share (Income) for 2012/2013 was £1,807,133. Governors unanimously agreed to ratify this.

**To Note**

3.3 The expenditure for 2012/2013 was £1,929,385. Governors unanimously agreed to ratify this.

**To Note**

3.4 The predicted carry forward was nil. Governors unanimously agreed to ratify this.

**To Note**

3.4.1 Mr Bell asked about the carry forward and the Chair responded that the School are required to commit funds, which is recorded within the budget. The Head Teacher added that the School are able to carry forward 5% before the Local Authority claw back funds. It was confirmed that projects had been identified and discussed at length in the Resources Sub Committee and are in the budget as follows:

1. Phase 3 Window Replacement - £20K
2. KS1 toilet refurbishment - £30K
3. Hall staging and lighting - £4K
4. Classroom Refurbishments - £20K
5. Corridor Hall way and redecoration - £18K
6. Gym floor re-sanding - £24K
7. Resurfacing of Outdoor Equipment - £15K

Total: £131K

3.5 It was agreed that the resources committee would look at the discrepancy to music.

**To Note**

**4 AGREEMENT OF THE GOVERNOR SERVICES' CONTRACT 2012/2013**

4.1 The Chair informed Governors of the various levels of service that were offered and recommended that Governors continue with the Bronze Level of service. All were in agreement.

**To Note**

**5 DATE OF NEXT MEETING**

5.1 It was noted that the next full Governors meeting would take place on 17th July 2012 at 7.00pm.

**To Note**

**6 ANY OTHER BUSINESS**

6.1 Act 2 Update

## Summer Term 2012

- 6.1.1 The Chair informed Governors that the letter discussed at the last full Governors meeting in response to Act 2's request was ready to be sent out. It was noted that the letter included Mr Webster's amendments and a copy had been sent to all members of the Governing Body prior to the meeting. It highlighted that a request for absence of a child would not be authorised if the request resulted in that child's attendance being under the school target of 96%.
- 6.1.2 The Head Teacher reported that she had spoken to the Local Authority, as the School had reported three children with 10 absences over two terms. The Local Authority had not previously had an issue before but, in light of this, their legal department are now reviewing their policies and procedures regarding the issue of performance licences. The Local Authority fully support the school's view.
- 6.1.3 Governors unanimously agreed that the letter should now be distributed.
- 6.2 Governors Briefing
- 6.2.1 It was noted that the Governors' Briefing would now take place on 11th June 2012 at the Town Hall.
- 6.3 Teaching and Learning Committee
- 6.3.1 Governors agreed that the Teaching and Learning Committee would now meet on Wednesday 27th June at 5.45pm at the School.
- To Note**
- 6.4 Governor Mark
- 6.4.1 The Chair reminded Governors to review the information she gave them at the last meeting on Governor Mark. Ms Rose noted that there was another accreditation the School could consider, Communications Mark.
- 6.5 The Chair informed Governors that Ms Whyman would be leaving the School to go to a job in accountancy. This will mean that when Ms Whyman leaves she will no longer be able to continue as a Staff Non-Teaching Governor. Governors thanked her for all of her work and wished her luck for the future.

The meeting ended at 19h40.