

**MINUTES OF THE MEETING OF THE
HANDSWORTH PRIMARY SCHOOL GOVERNING BODY
HELD ON MONDAY 15 MAY 2017
AT 6.45 pm
AT THE SCHOOL**

Present: Ms Mary Wilson (Chair) Co-Opted Governor

Local Authority Governor

-

Parent Governors

Ms Elizabeth Winder

Mr Simon Jarvis

Co-opted Governors

Ms Christine Rose

Miss Alina Harris

Ms Katherine Bromley

Mrs Denise Whyman

Headteacher

Ms Jill Augustin - Headteacher

Staff Governor

Mr Robert Tromans

Clerk to the Governors: Mrs Sherron Alexander-Bedingfield

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
3.1	Governor Services to note Ms Mary Wilson's re-election & the vacancy for a Local Authority Governor	Governor Services	ASAP
7.	Governor Services to confirm training level with silver service level agreement	Governor Services	Immediate
8.	Date of next meeting: Tuesday 11 July 2017 at 7pm	All /GS	Immediate
9.1	Governors to review 2 policies allocated to them	All	Before 11 July

1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 The meeting started at 6.50pm. The Chair welcomed all to the meeting. Apologies were received and accepted from Gabriel Gottlieb. There were no apologies for absences not accepted.
- 1.2 The Clerk confirmed the meeting was quorate, with nine Governors present.
- 1.3 Notice of Any Other Business: One item
- 1.4 Governors and SLT expressed their thanks to Malcolm Shykles for his 15 years' service as a governor at Handsworth.

2. DECLARATIONS OF INTEREST

- 2.1 The Clerk confirmed all pecuniary interest forms were received.
- 2.2 Governors did not declare any interests in any of the following agenda items.

3. GOVERNING BODY

- 3.1 The Clerk reported that the Chair's term of office as a Co-opted Governor would end on 16 July 2017. The clerk welcomed nominations for Ms Wilson to be re-elected as a Co-opted Governor. Ms Mary Wilson was elected unanimously. Proposed by Mr Simon Jarvis and seconded by Mrs Denise Whyman.
The Clerk reported that there remained a vacancy for a local authority Governor.
ACTION: Governor Services to note the vacancy for a Local Authority Governor and seek a nomination.

- 3.2 The Clerk advised that no Governors were eligible for disqualification due to non-attendance.
- 3.3 The Clerk confirmed DBS checks have been completed by all Governors and details held on file.

4. MINUTES

- 4.1 Governors received the minutes of the Governing Body meeting held on 14 March 2017 and agreed these to be an accurate record of the meeting. The minutes were signed and dated by the Chair and retained by the school.
- 4.2 Matters arising
All actions were completed except item 5.2 Governors Report to Parents which is deferred to later in the year due to academy discussions.

5. CHAIR'S ACTION

There were no Chair's Action to report.

6. SCHOOL BUDGET

- 6.1 Outturn 2016/17 (including Devolved Capital Outturn) and earmarked funding was received by Governors.

Revenue c/f 2015/16	£ 260,870
Revenue Income 2016/17:	£ 2,199,356
Revenue Expenditure 2016/17:	£ 2,207,801
c/f into 2017/18	£ 252,425
Capital c/f 2015/16	£ 18,070
Capital income 2016/17	£ 11,096
Capital expenditure 2016/17	£ 19,160
c/f into 2017/18	£ 10,006

6.2 School Budget Share Summary 2017/18

Revenue c/f 2016/17	£ 252,425
Revenue Income 2017/18	£ 2,128,064
Revenue Expenditure 2017/18	£ 2,280,980
Projected c/f into 2018/19	£ 99,508
Capital c/f 2016/17	£ 10,006
Capital Income 2017/18	£ 37,706
Revenue Contribution to Capital 2017/18	£ 18,695
Capital Expenditure 2017/18	£ 66,406
Projected Capital c/f into 2018/19	£ 0

2017/18 in-year revenue deficit is projected to be £152,916

Discussion followed on the higher income than expected for 2016/17. This was due to SLAs with Downsell and Woodford Green Primary Schools.

A large in-year deficit for next year gives a projected carry forward of £99,508. Projections for the next 3-5-year forecast does not include any costs or income from academisation conversion. The figures also are on the basis that the school is full which is not always the position in the nursery.

Match funding has been agreed for £42,000 for projects such as flooring, drains and the resurfacing outside the nursery, which can now go ahead.

Governors were informed that the budget is tight and likely to be tighter in years to come. This will be closely monitored. The school does not spend money where it is not needed.

Governors thanked the Resource Committee and SBM for their work on the budget. All Governors formally ratified the 2017/18 budget unanimously.

7. GOVERNOR SERVICES SLA FOR 2017/18

This was confirmed at silver level service for 2017/18. Governor Services to confirm the level of training that comes with this service level.

ACTION: Governor Services to advise school on training level linked to silver service.

8. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

8.1 The next Governing Body meeting will be held on Tuesday 11 July 2017 at 7pm

8.2 Agenda items

- Schedule of meeting dates for the academic year 2017/18
- Link Governor reports

9. ANY OTHER BUSINESS/CONFIDENTIAL ITEMS

9.1 Governors to be sent an email with details of their allocated policy to review. Access to the policy is via the school website.

ACTION: Policy review to be completed by each Governor prior to July meeting

9.2 The Headteacher tabled Handsworth Primary School Self Evaluation Form and awaited from Governors their comments and input within the next fortnight. The document still required Early Years data to be added.

The meeting closed at 7.10pm.

Chair: (print)

..... (sign)

Date: