



Holy Trinity CE Primary School, Sunningdale
Finance and Resources Committee
AGENDA
Thursday 3 July 2025
9.30 am

* paper uploaded to website
paper to follow

1. Welcome
2. Apologies for absence
3. Declaration of business interests
4. Agree minutes of the last two meetings held on 13 March and 6 May *
5. Matters arising – **see table attached on page 2**
6. Budget Update
 - a) Month 13 budget
 - b) 3 month review #
 - c) SMRA review
7. Extracurricular provision costs – update on parental contributions
8. Decarbonisation Working Party
9. Renewal of 99-year lease
10. Other Financial Matters:
 - a) Staffing going forward
 - b) Review financial benchmarking [link here](#)
 - c) Capital fund (£35K) - Car park/fencing/ICT
11. Governance
 - a) Governor Visits
 - b) Governor Training Needs
 - c) Feedback from SAC Committee (**see page 2**)
 - d) Triangulation back to SAC Committee
12. Policies
 - a) circulated 23 April, *comments requested by 2 June*:
 - i. Safer Recruitment Policy
13. Health and Safety
14. Safeguarding, Child Protection and Prevent
15. Any Other Business
16. Impacts as a result of this meeting
17. Date of Next Meeting: to be set at September 2025 FGB Admin meeting.

Summary of Action Points from 13 March 2025 F&R meeting

Action	Name	Status
978/25f Budget Update / iii) 2025-26 Final Budget Circulate 2025-26 budget once available	WP	Completed
978/25f Budget Update / iii) 2025-26 Final Budget Investigate cost of work required on trees this year	WP	ongoing
978/25f Budget Update / iii) 2025-26 Final Budget Explore two letting enquiries	WP	ongoing
979/25f Extracurricular provision costs Issue termly reminder of parental contributions	WP/JG	Complete
982/25f Other Financial Matters / iii) Capital Fund (£35K) – car park, fencing, ICT Receive and review quotes for car park update	WP	Ongoing (awaiting further quote)
983/25f Governance / iii) Feedback from SAC Committee Investigate and inform Governors of funding required for TA support	JG/WP	ongoing
985/25f Health and Safety Investigate costs of addressing step and hand rail concerns of caterers	WP	Complete
987/25f Any Other Business / a) Financial Benchmarking Include review of financial benchmarking on July F&RC agenda	Clerk	July meeting agenda item 10b)
987/25f Any Other Business / b) Month 13 Budget report Circulate month 13 figures to Governors	WP	July meeting agenda item 6a)

Summary of Action Points from 6 May 2025 F&R meeting

Action	Name	Status
992/25f Minutes of the last meeting 13 March minutes carried forward for review at 3 July meeting	Clerk	Agenda item 4
993/25f Matters Arising All action points from 13 March minutes carried forward to 3 July meeting	Clerk	Agenda item 5
994/25f Draft Budget 2025/26 and 3 year budget projection Request FGB raise financial questions by Friday 9 May	Clerk	Completed

Agenda item 11c) Feedback from SAC Committee meeting held on 24 June

The SAC Committee requested the F&R Committee continue to consider increasing TA support as soon as this becomes financially possible.

They also requested that training be funded as soon as possible for the Early Years staff in speech and language, phonics and paediatric first aid.

FINANCE AND RESOURCES COMMITTEE

This Committee has delegated responsibility for:

1. Managing the School's financial affairs within the annual budget approved by the Governing Board.
2. Ensuring financial probity, best value and efficiency.
3. Benchmarking financial information.
4. Recruiting staff, monitoring teaching quality and monitoring staff development.
5. Through its Pay Panel considering and determining the pay and conditions of the teaching and non-teaching Staff.
6. Overseeing the Headteacher's Performance Management.
7. Ensuring proper care and maintenance of all aspects of the School site and buildings.
8. Reporting decisions and activities to the Governing Board each term.

GOVERNORS' AGREED PRIORITIES AND PLANS 2024/25

1. To be an inspirational place of learning where:
2. we facilitate opportunities so every child can flourish in a place where they feel safe, **happy and confident**.
3. staff **well-being** and professional development is valued and supported in order to fulfil their roles, inspire others and experience personal **fulfilment**.
4. the school provides facilities that enables an **optimum learning environment**.
5. the **school plays a central role within our community** and enjoys strong **links with the church, local companies and other schools**.

School Development Plan 2024-2025

TERM	YEAR	KEY DEVELOPMENT FOCUS AREA
Term 1 Autumn 1 2024	Embed 'The Holy Trinity Way' CORE SUBJECTS: to continue to deliver excellent learning opportunities that result in high standards of attainment. Embed 'The Holy Trinity Way' approach to writing across the school. SIAMS: Provide CPD for staff, Governors and parents on new SIAMS inspection framework. BEHAVIOUR: To explore a consistent whole-school approach to managing emotions via the Attachment Aware accreditation. INTERNET SAFETY: To ensure pupils know how to keep themselves safe on-line. PHYSICAL & MENTAL HEALTH: To focus on pupil and staff wellbeing. LIFE SKILLS: To continue to provide opportunities for pupils to develop their life skills, including mindfulness. DIVERSITY: To continue to plan opportunities and activities that provide exposure to diversity for all our pupils. HOLY TRINITY CURRICULUM: To embed our curriculum and continue to use Big Books to show evidence of learning in Music, RE and Computing Y1 – Y6.	Embed The Holy Trinity Way – Teaching and Learning Pedagogy: To embed and continue to develop our consistent pedagogy and teaching practices across the school. Impact will show teaching and learning is consistent and of a high standard across the school. Pupils benefit from the focus on 'The Holy Trinity Way'.
Term 2 Autumn 2 2024		Early Free Reading: To ensure consistency and coverage in our reading curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in reading is progressive and provides opportunities for timely intervention if necessary.
Term 3 Spring 1 2025		Teachers' Subject Knowledge To ensure that all teachers have secure and deep knowledge of the foundation subjects they teach. Impact will show in pupils' retention of Essential Knowledge. Workbooks will show evidence of secure learning and pride in presentation.
Term 4 Spring 2 2025		Embed The Holy Trinity Way – Teaching and Learning Pedagogy: To embed and continue to develop our consistent pedagogy and teaching practices across the school. Impact will show teaching and learning is consistent and of a high standard across the school. Pupils benefit from the focus on 'The Holy Trinity Way'.
Term 5 Summer 1 2025		Early Free Reading: To ensure consistency and coverage in our reading curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in reading is progressive and provides opportunities for timely intervention if necessary.
Term 6 Summer 2 2025		Teachers' Subject Knowledge To ensure that all teachers have secure and deep knowledge of the foundation subjects they teach. Impact will show in pupils' retention of Essential Knowledge. Workbooks will show evidence of secure learning and pride in presentation.