

Holy Trinity CE Primary School, Sunningdale
Finance and Resources Committee

AGENDA

Thursday 12 March 2026

10.30 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 meeting held on 6 November and 9 December 2025 *
5. Matters arising from the last two meetings – **see table attached on page 2**
6. Budget Update
 - a) 11 month review *
7. Caretaker role and property
 - a) Update on cleaning contractors (quotes circulated via email 19/1/26)
8. Car Park resurfacing and gates
9. Decarbonisation Working Party – window replacement in hall and corridor
10. Renewal of 99-year lease
11. Other Financial Matters:
 - a) Extracurricular provision costs – update on parental contributions. Discuss plan going forward.
 - b) Telephones
 - c) Capital fund - Car park/electric gates/technology for pupils
 - d) Governors' IT Fund
 - e) Supply Teacher insurance
12. Governance
 - a) Governor Visits
 - b) Governor Training Needs
 - c) Feedback from SAC Committee (**see page 2**)
 - d) Triangulation back to SAC Committee
13. Policies
 - a) circulated 12 January, *comments requested by 26 January*:
 - i. Pay Policy
 - ii. Asthma Policy
 - iii. Finance Policy
 - iv. Staff Code of Conduct Policy and Guidelines
 - v. Teacher Appraisal Policy
14. Health and Safety
15. Safeguarding, Child Protection and Prevent
16. Any Other Business
17. Impacts as a result of this meeting
19. Date of Next Meeting: 9.30 am Thursday 7 May (short budget meeting – **via Teams**)
20. Rescheduling 9 July meeting at 9.30am – proposal to move meeting to 6 pm Tuesday 7 July immediately before FGB meeting at 6.30 pm

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



Action	Name	Status
1018/25f Extracurricular provision costs – update on parental contributions Reinforce need for parental contributions	JG/JSt	Complete
1019/25f Decarbonisation Working Party Discuss window quote with Mr Fettes	WP	Complete
1019/25f Decarbonisation Working Party Investigate church's trust fund to see if funds available for hall renovation	JH	ongoing
1022/25f Caretaker Role and Property Investigate caretaker/cleaning costs, market rent and renovation costs for discussion at December meeting	WP	Agenda item 7
1024/25f Governance / b) Governor Training Needs Investigate other school's lockdown protocols	JG	Complete
1028/25f Any Other Business / a) Well Being Investigate costs of a lunch time supervisor	WP	Complete
1028/25f Any Other Business / b) Staff Christmas Gift Investigate if church school trust fund could be used for staff Christmas gift	JH	Completed

Summary of Action Points from 9 December 2025 F&R meeting

Action	Name	Status
1034/25f Minutes of the Last Meeting Carry forward minutes of last meeting to next meeting	Clerk	Agenda item 4
1035/25f Matters arising Carry forward all matters arising to next meeting	Clerk	Agenda item 5
1036/25f Budget Update / b) Schools Financial Value Standard Circulate updated SFVS once DfE template released	WP	Circulated 13/1/26
1037/25f Any Other Business / a) Caretaker Role and Property See if Sunningdale Council/John Rose could assist with playground salting	WP	Complete
1037/25f Any Other Business / a) Caretaker Role and Property HT church to discuss possibility of Mrs Hill staying on in property	JH	Complete

Agenda item 13c) Feedback from SAC Committee meeting held on 3 February 2026

SACC noted that the school was driven by pupil need and if school was required to take on more children with EHCPs then more support staff would be required, they asked F&RC to consider prioritising this and extending the budget deficit if required. SACC requested that F&RC keep this under review.

SACC noted that F&RC should be aware that there was already a gap in meeting lunch time supervision.

SACC also flagged to F&R that the car park refurbishment was now a matter of urgency.

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 2025/26

1. To be an inspirational place of learning where:
2. we facilitate opportunities so every child can flourish in a place where they are happy, respectful, kind and safe.
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 2025-2026

TERM	YEAR	KEY DEVELOPMENT FOCUS AREA
Term 1 Autumn 1 2025	CORE SUBJECTS: To continue to deliver excellent learning opportunities that result in high standards of attainment. Ensure teachers' subject knowledge is secure and opportunities for quality CPD are offered. BEHAVIOUR: To share with parents a consistent whole-school approach to managing emotions via the Attachment Aware Silver accreditation. INTERNET SAFETY: To ensure pupils know how to keep themselves safe online. 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, Religion and World Views E and Computing Y1 – Y6.	Embed a whole school approach to developing opportunities for all to explore spirituality: To use Space Makers as a main tool to provide opportunities for pupils and staff to explore spirituality. Impact will show pupils and staff benefit from taking time to reflect, explore and focus on themselves. This may also have a positive impact on relationships with each other.
Term 2 Autumn 2 2025		Embed The Holy Trinity Way and further develop coaching practice in staff teams: To provide quality and meaningful CPD and coaching for teachers to be reflective on their own practice and enhance the learning experience for pupils. Impact will show teachers are self-aware of their teaching strategies and coaching support is provided by Heads Team to further develop teaching and learning.
Term 3 Spring 1 2026		Opportunities for pupils to produce independent writing: To ensure pupils have opportunities for extended, independent pieces of writing across the curriculum. Impact will show pupils are producing extended pieces of writing across subjects to apply skills and GPS taught in The Write Stuff lessons.
Term 4 Spring 2 2026		Embed a whole school approach to developing opportunities for all to explore spirituality: To use Space Makers as a main tool to provide opportunities for pupils and staff to explore spirituality. Impact will show pupils and staff benefit from taking time to reflect, explore and focus on themselves. This may also have a positive impact on relationships with each other.
Term 5 Summer 1 2026		Embed The Holy Trinity Way and further develop coaching practice in staff teams: To provide quality and meaningful CPD and coaching for teachers to be reflective on their own practice and enhance the learning experience for pupils. Impact will show teachers are self-aware of their teaching strategies and coaching support is provided by Heads Team to further develop teaching and learning.
Term 6 Summer 2 2026		Opportunities for pupils to produce independent writing: To ensure pupils have opportunities for extended, independent pieces of writing across the curriculum. Impact will show pupils are producing extended pieces of writing across subjects to apply skills and GPS taught in The Write Stuff lessons.