

Holy Trinity CE Primary School, Sunningdale
Finance and Resources Committee
AGENDA

Thursday 29 June 2023
9.30 am in person at school
via Teams

*** papers uploaded to website**
papers to follow

1. Welcome
2. Apologies for absence
3. Declaration of business interests
4. Agree minutes of the last meeting held on 4 May 2023 *
5. Matters arising – ***please see table attached on page 2***
6. Budget Update *
 - i. School Roof
 - ii. Car Park extension updates
 - iii. Boiler repair
7. Decarbonisation Working Party
8. Renewal of 99-year lease
9. Other Financial Matters:
 - i. SEN Budget and spend
 - ii. Purchase card
 - iii. Club lettings
 - iv. SIMMS/Arbor
 - v. ELSA provision
 - vi. Disposal of assets
 - vii. Technology rolling replacement/updates
 - viii. Furniture requirements
 - ix. Hall refurbishment *
10. Governance
 - i. Governor Visits
 - ii. Governor Training Needs
 - iii. Feedback from SAC Committee (***SACC meeting being held 20/6/23***)
 - iv. Triangulation back to SAC Committee
11. Policy circulated 19.6.23 for review by F&RC, ***comments requested by 28.6.23:***
 - a) Lettings Policy *
12. Health and Safety
13. Safeguarding, Child Protection and Prevent – electronic record keeping
14. Any Other Business
15. Impacts as a result of this meeting
16. Date of Next Meeting – to be set at September 2023 FGB Admin meeting

Summary of Action Points from 23 February 2023 F&R meeting – all carried forward to this meeting from 4 May 2023 short budget meeting

Action	Name	Status
848/23f Decarbonisation Working Party Investigate using decarbonisation funding to replace hall windows	DWP	Quotes obtained - ongoing
849/23f Renewal of 99-year lease Investigate renewal of 99-year lease	WP	ongoing
850/23f Other Financial Matters / iii) Club Lettings Invite Pupil Premium children to Magpies after school clubs	JG	ongoing
850/23f Other Financial Matters / vii) Technology rolling replacement/updates Investigate costs of replacing remaining 5 interactive panels	JG/WP	Complete
850/23f Other Financial Matters / vii) Technology rolling replacement/updates Investigate costs of replacing all 16 iPads (including leasing option)	WP	ongoing
850/23f Other Financial Matters / viii) Furniture requirements Draw up a rolling refurbishment programme for the school	JG/WP	ongoing

Summary of Action Points from 4 May 2023 F&R meeting

Action	Name	Status
863/23f Draft Budget 2023/24 Remind teachers of ordering process and quantify if teachers have used own funds	WP	ongoing

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 2022/23

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 2022-2023

TERM	YEAR	KEY DEVELOPMENT FOCUS AREA
Term 1 Autumn 1 2022	CORE SUBJECTS: To continue to deliver excellent learning opportunities that result in high standards of attainment. Embed the Write Stuff approach to writing across the school. Continue to use Recovery Premium to provide interventions for identified pupils. BEHAVIOUR: To explore a consistent whole-school approach to managing behaviours. INTERNET SAFETY: To ensure pupils know how to keep themselves safe on-line. PHYSICAL & MENTAL HEALTH: To focus on pupil and staff wellbeing. To improve sport & PE provision. 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. OUTDOOR LEARNING: To further develop outdoor learning opportunities to deliver a creative curriculum. CURRICULUM EVIDENCE: To use Big Books to show evidence of learning in Music, RE and Computing Y1 – Y6.	Early Reading To ensure all pupils in EYFS & KS1 receive a high-quality phonics and Early Reading session that all staff delivering are confident in. Essential Letters and Sounds planning & resources used systematically. Impact will show teaching of phonics is faithful to one scheme throughout the school. Pupil attainment and application of phonics in writing is high.
Term 2 Autumn 2 2022		Religious Education: To ensure consistency and coverage in Religious Education curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in RE is progressive and provides opportunities for deep thinking & learning. Assessment is robust and consistent.
Term 3 Spring 1 2023		Geography: To ensure consistency and coverage in Geography curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in Geography is progressive and provides opportunities for deep thinking & learning. Assessment is robust and consistent.
Term 4 Spring 2 2023		Art: To ensure consistency and coverage in Art curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in Art is progressive and provides opportunities for creativity and skill progression.
Term 5 Summer 1 2023		Writing: To further develop The Write Stuff approach to the teaching of writing. Ensure pupils have opportunities to apply skills taught in TWS lessons across the curriculum in extended pieces of independent writing. To ensure pupils have met identified non-negotiables for their age and timely intervention is in place if gaps are identified. Impact will show pupils are achieving ARE and planned interventions are effective.
Term 6 Summer 2 2023		Curriculum Review: To evaluate topics and curriculum coverage. Is it relevant and inspiring? Does it reflect the needs of Holy Trinity pupils? Impact will show curriculum design is bespoke to Holy Trinity and reflects the needs of our pupils and community.