

Holy Trinity CE Primary School, Sunningdale
Finance and Resources Committee

AGENDA

Thursday 13 March 2025
9.30 am



*** papers uploaded to website**

1. Welcome
2. Apologies for absence
3. Declaration of business interests
4. Agree minutes of the last meeting held on 12 December 2024 *
5. Matters arising – **see table attached on page 2**
6. Budget Update
 - a) 11 month review *
 - b) SRMA review
 - c) 2025-2026 final budget
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) Boiler repair updates
 - c) Capital fund (£35K) - Car park/fencing/ICT
 - d) Area at back of the hall
 - e) Internal Audit
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 21 January, **comments requested by 7 February:**
 - I. Dignity at Work Policy
 - II. Pay Policy
 - III. Staff Capability Policy
 - IV. Teacher Appraisal Policy
 - V. Charging and Remissions Policy
 - VI. Health and Safety Policy
 - VII. Freedom of Information Policy
 - VIII. Disposals Policy
 - IX. Finance Policy
 - X. Managing Staff Sickness and Absence Policy
 - XI. Mobile Phone 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: **note date change** 9.30am Tuesday 6 May 2025 (short budget meeting - **via Teams**)

Summary of Action Points from 14 December 2024 F&R meeting

Action	Name	Status
969/24f Budget Update / ii) SFVS Circulate SFVS to FGB	BA/WP	Completed circulated/discussed/agreed at 13 Jan FGB
970/24f Any Other Urgent Business / i) Boiler Chase Diocese re leak/boiler issue	WP	Completed
971/24f Any Other Business Email Reception Parents reminder re extra curricular payment and how to log into Parent Pay	JG/WP	Completed

Extract from minutes of SAC Committee meeting held on 28 January

1557/25s Effectiveness of Leadership and Management d) Triangulation back to F&RC It was agreed that F&R should be asked to give consideration in the next budget to additional TA support for EHCP and leadership time and a TA with Early Years experience.
It was noted that there had unfortunately not been any improvement in internet provision as it had been discovered that a section of fibre needed to supply school was missing. This on-going situation was affecting staff morale and well-being.

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.