

Holy Trinity CE Primary School, Sunningdale
Finance and Resources Committee

AGENDA

Thursday 17 October 2024
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 4 July 2024 *
5. Matters arising – **see table attached on page 2**
6. Budget Update
 - a) 6 month review *
 - b) SRMA 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) Boiler repair updates
 - c) Capital fund (£35K) - Car park/fencing/ICT
 - d) Technology – teacher laptop lease renewal
 - e) Technology – internet and filtering provision
 - f) Schedule of future maintenance requirements and financial implications
 - g) Sports Premium Report *
11. Governance
 - a) Governor Visits
 - b) Governor Training Needs
 - c) Feedback from SAC Committee (**meeting taking place 15 October**)
 - d) Triangulation back to SAC Committee
12. Policies
 - a) circulated 24 September, **comments requested by 10 October**:
 - I. Early Career Teacher Policy
 - II. Whistleblowing Policy
 - III. Equality Policy
 - IV. Health and Safety: Accident and Incident Procedures
 - V. Volunteers Into School Policy
 - b) circulated 8 October, **comments requested to be brought to the meeting**
 - I. Visitors Into School Policy
 - II. Volunteers Into School 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: 9.30am Thursday 12 December 2024 (8 month review + draft SFVS – via Teams)

Summary of Action Points from 4 July 2024 F&R meeting

Action	Name	Status
936/24f Extra Curricular Provision Costs Draft letter to parents for discussion at July FGB meeting	NH	Completed
936/24f Extra Curricular Provision Costs Investigate costs of purchase v lease for pupil iPad replacement	WP	ongoing
936/24f Extra Curricular Provision Costs Share content of parent letter with PTA following FGB approval	TF	Completed
937/24f Decarbonisation Working Party Review Decarbonisation Report objectives	TF	ongoing
938/24f Renewal of 99-year lease Chase Savills re lease renewal	WP	Completed
939/24f Other Financial Matters / i) Staffing Going Forward Place advert for lunchtime supervisor in school newsletter	WP	Completed
939/24f Other Financial Matters / iii) Capital Fund – Car park/fencing Investigate costs resurfacing car park, removal of tree root and fence repairs	WP	ongoing
939/24f Other Financial Matters / v) Schedule of future maintenance requirements and financial implications Investigate total costs of hall refurbishment	WP	ongoing
940/24f Governance / i) Governor Visits Conduct Geography visit Write up Science visit	JSt TF	Completed To be completed
940/24f Governance / i) Governor Visits Conduct EYFS visit next term	JSt	On going
940/24f Governance / ii) Governor Training Needs Investigate Safer Recruitment training	Clerk	Information gathered

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.