

Holy Trinity CE Primary School, Sunningdale
Finance and Resources Committee
AGENDA
Thursday 19 October 2023
9.30 am

*** 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 29 June 2023 *
5. Matters arising – ***please see table attached on page 2***
6. Budget Update
 - i. 6 month review *
 - ii. School Roof
 - iii. Car Park extension updates
 - iv. Boiler repair
7. Decarbonisation Working Party
8. Renewal of 99-year lease
9. Other Financial Matters:
 - i. Purchase card
 - ii. Disposal of assets
 - iii. Technology rolling replacement/updates
 - iv. Hall refurbishment
 - v. Floor refurbishments
 - vi. IT contract
 - vii. Staff recognition fund
 - viii. Schedule of future maintenance requirements and financial implications
10. Governance
 - i. Governor Visits
 - ii. Governor Training Needs
 - iii. Feedback from SAC Committee (***SACC meeting being held 17/10/23***)
 - iv. Triangulation back to SAC Committee
11. Policies circulated 19 September, ***comments requested by 3 October:***
 - a) Managing Allegations of Abuse Against Staff
 - b) Breakfast Club Policy
 - c) Whistleblowing Policy
 - d) Staff Induction Policy
 - e) Sports Pupil Premium
12. Health and Safety
13. Safeguarding, Child Protection and Prevent
14. Any Other Business
15. Impacts as a result of this meeting
16. Date of Next Meeting – 9.30am Thursday 14 December 2023 (8 month review + draft SFVS – via Teams)

Summary of Action Points from 29 June F&R meeting

Action	Name	Status
870/23f Budget Update / ii) Car Park Extension update Issue Parish Council with pro-forma re car park funding	WP	Completed see agenda item 6 iii
870/23f Budget Update / iii) Boiler Repair Seek forms required to progress Boiler replacement via Diocese	WP	Ongoing See agenda item 6 iv
871/23f Decarbonisation Working Party Check if Borough will still fund lighting replacements	WP	Completed
871/23f Decarbonisation Working Party Check if additional decarbonisation funds would be available	WP	Completed See agenda item 7
872/23f Renewal of 99-year lease Investigate renewal of the lease with St John's College	WP	Commenced – on-going See agenda item 8
873/23f Other Financial Matters / vii) Technology rolling replacement/updates Discuss ICT support for primary schools at cluster	JG	Commenced – on-going see agenda item 9 vi

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 2023/24

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 2023-2024

TERM	YEAR	KEY DEVELOPMENT FOCUS AREA
Term 1 Autumn 1 2023	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. SIAMS: Provide CPD for staff, Governors and parents on new SIAMS inspection framework. 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. 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.	Assessment of Foundation Subjects To ensure all teachers are confident with a variety of strategies for low stakes assessments of foundation subjects Y1 – Y6. Impact will show teaching of foundation subjects is reflective of pupil need and prior attainment. Essential knowledge is assessed regularly and consistently. Pupils know what they have to do to improve.
Term 2 Autumn 2 2023		The Holy Trinity Way – Teaching and Learning Pedagogy To ensure consistency and secure pedagogical understanding of how we ensure successful Teaching and Learning at Holy Trinity. Provide staff CPD: 'Walkthrus'. Impact will show pupils' behaviour for learning and attainment are positively impacted by the consistent approach all teachers apply to Teaching and Learning at Holy Trinity.
Term 3 Spring 1 2024		Mathematics: To ensure consistency and coverage in Mathematics curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in Mathematics is progressive and provides opportunities for deep thinking & learning. Assessment is robust and consistent.
Term 4 Spring 2 2024		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 5 Summer 1 2024		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 'Writing Essentials' 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 2024		Review The Holy Trinity Way – Teaching and Learn Pedagogy: To evaluate our 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'.