

2.3	<p><i>Q Will this reduction in hours work.</i> TW responded that the Site Manager will be on site each morning for 2 hours to open up, check the grounds and deal with any H&S jobs/orders/little jobs etc. The cleaners will lock up at the end of the day. TW believes this should work ok but will reconsider if not.</p>	
2.4	<p><i>Q What about all the extra things that the Site Manager currently does?</i> TW stated that these will considered as and when they arise.</p>	
2.5	<p><i>Q Will the Site Manager continue to be a Keyholder?</i> Arena deal with the site out of hours and then call the Site Manager or TW. The Site Manager has advised that he is happy for this to continue.</p>	
<p><i>E05 Administrative and Clerical Staff</i> - Increased costs due to pay increase and planned extra hours in the summer.</p>		
<p><i>E07 MSA</i> – Number of MSA hours increased to make provision better.</p>		
<p><i>E10 Supply Teacher Insurance</i> - £5,000 budgeted per year as we have opted not to buy into insurance. Aim to build a pot of money in order to cover long term sickness of a staff member in the future.</p>		
<p><i>E11 Insurance</i> - County have changed what is included in this.</p>		
<p><i>E12 Building Maintenance and Improvements</i> - £50,000 budgeted last year for ASC building but has not been spent and is being carried forward. Additional £25,000 also budgeted for ASC building. Lighting spend moved to Capital Budget. £800 budgeted to cover outside lighting for ASC building. Government Bits and Bobs Grant for 2018/19 also carried forward for the ASC building.</p>		
2.6	<p><i>Q Is there any budget for decorating the school?</i> TW advised that as the decorating is not as urgent as the ASC building, any decorating will be funded from income received once the ASC building is up and running.</p>	
2.7	<p><i>Q Expenditure of £10,000 in 2018/19? Is £4,500 enough for 2019/20?</i> A lot of the budget was for lighting, some repairs for the boilers, TW's cupboard, maintenance of bits and bobs etc. TW feels that £5,000 is adequate for unexpected expenditure. TW will be keeping a record to be more aware. £1,000 for planning of the ASC building was also used from this budget in 2018/19.</p>	
<p><i>E13 Grounds Maintenance and Improvement</i> - Tree survey and works expenditure in 2018/19 rather than spreading works over 5 years. £1,000 for landscaping budgeted for around the ASC building.</p>		

	<p>E14 Cleaning and Caretaking – Increase in cleaning contract hours due to Site Manager’s hours reducing from September (See E04).</p> <p>E15 Water and Sewage & E16 Energy - based on 2018/19 actual.</p> <p>E17 Rates - In/Out income/expenditure.</p> <p>E18 Other Occupation Costs – Expenditure above budget in 2018/19 due mainly to pest control. Ongoing pest control budgeted for in 2019/20. Air conditioning unit to be removed due to not being energy efficient and not necessary. All other expenditure based on cost of contracts.</p> <p>E19 Learning Resources (not ICT) – Usually underbudget in this area as very hard to predict. Steps will be taken to reduce spend in this area going forward.</p> <ul style="list-style-type: none"> • Photocopying cheaper than expected. • ICT consumables (inks) now included in contract. • Sports premium expenditure is expected to remain the same. £4,000 sports premium included in E27 Sports Clubs. • Multi skills/Wake Up & Shake Up offset by I08. <p>E20 ICT Learning Resources – connectivity charges less than expected. Upgrade to Windows 10 has been budgeted.</p> <p>2.8 Q Why has Fischer Family Trust been removed? This is a target setting programme but we do not use it as we know what we are aiming for. It was noted that Governors have been able to logon to the FFT but have not used it.</p> <p>E23 Other Insurance Costs – less spend due to reduction in de-delegation expenditure and claim excess not used.</p> <p>2.9 Q Why is there no Fire Insurance? Now included in E23 property insurance.</p> <p>E25 Catering – actual lower than budgeted due to lower FSM figures. 2019/20 budget based on the numbers we think we will have now and in Sept.</p> <p>E26 Agency Supply – budgeted £5,000 for 2019/20 just in case. No maternity cover plans.</p> <p>E27 Bought in Prof Services (Curriculum) – Savings in 2018/19 due to MFL costing less and music teacher being unavailable.</p> <p>E28a Bought in Prof Services (Other) – Offsite education/GDPR/Complaints were not budgeted for in 2018/19.</p>	
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2.10	<p><i>Q What are Hertsmere Family Support Workers?</i> They are based at Mount Grace School and provide outreach support for vulnerable families across Hertsmere. They go into families' homes and support. TW informed Governors that they are excellent and make a huge difference for families.</p> <p><i>School COMMS Text & subscription</i> – TW advised that the school is looking to add a package for booking parents' evenings this year to make it easier for parents and to avoid confusion.</p>	
2.11	<p><i>Income</i> Figures in brackets denote a reduction in funding.</p> <p><i>I01 Funds Delegated by the LA</i> - Early years funding is based on current number. Clawback expected due to lower numbers in September. Budget 2019/20 shows a worst case scenario.</p>	
2.12	<p><i>Q What is the Pensions Grant figure based on?</i> Determined by using the calculator they have given us.</p> <p><i>I05 Pupil Premium</i> - based on expected numbers.</p> <p><i>I08 Income from Facilities and Services</i> – Budget 2019/20 based on what we need to receive to cover expenditure costs. Actuals will hopefully be higher.</p>	
2.13	<p><i>5 Year Projection</i> TW advised that a c/f of £95,221 at the end of 2019/20 is budgeted, providing a balanced budget for 2 years. All agreed that it is good to be able to balance the budget for 2 years and that we are in a strong position.</p>	
2.14	<p><i>Q Does the increase in the minimum wage have an impact?</i> This has already been taken into account as staff have already received a pay increase.</p>	
2.15	<p><i>Q Governors asked for an update on the ASC building?</i> TW advised that she is now waiting for the remaining quotes to come in.</p>	
2.16	<p><i>Q Has any additional income been included in the budget to cover the cost of expenditure?</i> Income from hirings has not been included and neither has extra nursery funding that may be received when 30 hours provision can be offered.</p> <p>The Chair stated that looking 2 years ahead is the best we can do at the moment. There is an expected increase in income that would offset any unexpected costs.</p>	

<p>2.17</p> <p>2.18</p> <p>2.19</p>	<p>The Chair proposed that the Committee recommended the budget for approval by the FGB, including monies set aside for the ASC building, but noted that it was on a best estimate basis.</p> <p>The Committee unanimously agreed to recommend the proposed 2019/.20 budget for approval by the FGB.</p> <p><i>Q What is the timeline for Governors to approve the ASC build?</i> TW advised that the Resources meeting in June was realistic. She hopes to be able to present plans and quotes at that meeting.</p> <p>TW has also asked for quotes on landscaping in order to approach our grounds people to see what they can do. Governors suggested approaching TSG who advertise in Potters Bar.</p> <p>TW added that the building will not be ready for September but that the disruptive work could take place during the summer holidays.</p> <p><i>Q Governors asked for an update on the installation of services for the house on the corner.</i> TW advised that she has not been able to get anybody at the council to speak to her.</p>	<p>2019/20 budget to be recommended to the FGB for approval</p>
<p>3.</p>	<p>Budget Ratification by FGB</p> <p>It was noted that apologies had been received from Mrs D Bedford, Mrs D Corke and Mrs Z Durrani.</p> <p>The Chair of Governors proposed that the FGB ratify the Budget for 2019/20 following recommendation by the Resources Committee.</p> <p>The Budget for 2019/20 was unanimously approved by a show of hands.</p>	<p>2019/20 Budget approved</p>
<p>4.</p>	<p>Date of Next Meeting</p> <p>Resources Committee – 27 June 2019.</p> <p>The meeting closed at 8.08 pm.</p>	