

## PERIVALE PRIMARY SCHOOL

The 3<sup>rd</sup> Resources Committee Meeting for 2022 – 2023 was held on Thursday 19<sup>th</sup> January 2023

The Meeting was held in School

### Minutes

<b>Attendees:</b> Sandip Bhalsod (SB) – Committee Chair Chris Green (CG) – Chair of Governors Rabiah Khairoun (RK)  <b>Also in attendance</b> Stella Porter (SP) Ruby Shillingford (RS)	<b>Actions</b>
<b>1. Welcome</b>	
<b>2. Apologies For absence</b> Apologies were received from: <ul style="list-style-type: none"><li>Audrey Daley (AD)</li><li>Dharmic Meggi (DM)</li></ul> No apologies were received from: <ul style="list-style-type: none"><li>Matthew Hemsley (MH)</li><li>Edmond Yeo (EY)</li></ul>	
<b>3. Authorised / Unauthorised absence</b> The absences for AD and DM were both authorised.  The absences for MH and EY were not authorised.	
<b>4. Declaration of Any Other Business (AOB)</b> There were no declarations of other business.	
<b>5. Declaration of interest in any Agenda Items</b> There were no declarations of interest in any agenda items.	
<b>6. Minutes of Previous Meetings for Approval</b> a) 18 November 2022 <ul style="list-style-type: none"><li>These were agreed as a true and accurate record of the meeting.</li></ul> b) 11 December 2022 <ul style="list-style-type: none"><li>These were agreed as a true and accurate record of the meeting.</li></ul>	
<b>7. Budget Update</b> <ul style="list-style-type: none"><li>The projected deficit has been reduced to £110,934 (£130,295).</li><li>The staffing budget line is over the planned budget by £250,006.</li><li>1 EHCP has been approved but only for £1,300 net.</li><li>The LSA's for the 5 Ealing children awaiting EHCP's are costed at c. £80K.</li><li>There is still no availability of Educational Psychologists in the Borough.</li><li>Supply Educational is over budget by £130,246.</li><li>Brent owe c. £25k for High Needs Pupils – this is included in the budget.</li><li><b><u>RS will provide a breakdown of SEND budget / spend for the next meeting.</u></b></li><li>Gas bills are awaited.</li></ul>	<b>RS</b>

<ul style="list-style-type: none"> <li>• RS will be reviewing the contracts to establish where savings can be made.</li> <li>• PPA Cover includes: <ul style="list-style-type: none"> <li>○ Sing Academy 2 Days (previously 4 days).</li> <li>○ Junior Jam 1 Day</li> <li>○ PE</li> </ul> </li> <li>• RK asked about the Catch Up Funding. <ul style="list-style-type: none"> <li>○ £23K.</li> <li>○ <b><u>This should be on the website, detailing both the breakdown of expenditure and the impact.</u></b></li> </ul> </li> <li>• <b><u>CG also pointed out that the pupil Premium Strategy is still not on the website.</u></b></li> <li>• The Audit report is still awaited. <ul style="list-style-type: none"> <li>○ Bursarial Services are chasing.</li> <li>○ Subsequently advised that it is being updated.</li> </ul> </li> <li>• Bursarial Services support has been increased from level 2 to level 3 with immediate effect.</li> <li>• RS to review the contract between the school and the Children's Centre. <ul style="list-style-type: none"> <li>○ Branding.</li> <li>○ Allocation of costs.</li> </ul> </li> <li>• We are awaiting details of the applications for Reception Places in September.</li> <li>• The report for the John Lyons Charity in respect of the FGM project has now been completed and submitted. The contract value was £43K.</li> </ul>	<p>SP</p> <p>SP</p>
<p><b>8. Preparation for meeting with the LA</b> Attendees will be CG, AD (or SP), RS.</p>	
<p><b>9. Staffing Update</b> The Leadership team comprises:</p> <ul style="list-style-type: none"> <li>• Headteacher</li> <li>• Assistant Headteacher x 2</li> <li>• SENCE (AHT)</li> <li>• SBM</li> <li>• Consultant</li> </ul> <p>We have 5 x ECT</p> <ul style="list-style-type: none"> <li>• 4 x year 1</li> <li>• 1 x year 2</li> </ul> <p>We also have 1 x Unqualified Teacher.</p> <p>The Headteacher was reminded that any changes to the staffing structure must be agreed by the Governing Board (Pay Committee).</p> <p><b><u>RS was asked to provide Benchmarking data for staffing numbers.</u></b></p> <p>The two AHT's are both in class for c. 50% of time.</p> <p>CG questioned where we have an excess of staff? Review after Benchmarking exercise.</p> <p>SB sought clarification on our assumptions re agency staff.</p> <ul style="list-style-type: none"> <li>• We will look to take some in house.</li> </ul> <p>SP pointed out that Cover (sickness etc.) is being managed in house where possible.</p>	<p>RS</p>
<p><b>10. Any Other Business as agreed above</b></p>	

There were no items of other business.	
<b>11. Date and time of next meetings</b> Friday 24 February 2023 at 9:30AM <ul style="list-style-type: none"> <li>• This meeting will be held in school.</li> <li>• The SFVS will be reviewed at this meeting.</li> </ul>	