PERIVALE PRIMARY SCHOOL

The 5th Resources Committee Meeting for 2021 – 2022 was held on Friday 24 June 2022

Minutes

Attendees:	Actions
Sandip Bhalsod (SB) – Committee Chair	
Audrey Daley (AD – Headteacher	
Chris Green (CG) – Chair of Governors	
Dharmic Meggi (DM)	
Edmond Yeo (EY)	
4 Walana	
1. Welcome CC provided an undate regarding Pabias Khairoun (PK)	
CG provided an update regarding Rabiaa Khairoun (RK).	
 Rabiaa had originally decided to stand down as a Parent Governor due to other commitments. 	
o Rabiaa has since decided to stay as a Parent Governor until the end of term.	AON
 AON to update Governance Records. 	AON
2. Apologies For absence	
N/A – all Governors were in attendance.	
3. Authorised / Unauthorised absence	
N/A.	
4. Declaration of Any Other Business (AOB)	
There were no declarations of any other business.	
5. Declaration of interest in any Agenda Items	
There were no declarations of interest in any agenda items.	
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7.	Review / Agree the minutes of the meeting on 13 May 2022	
	ese were agreed as a true and accurate record of the meeting.	
	Matters arising from the meeting on 13 May 2022	
a)	Supplier contracts to be reviewed.	Aganda
•	Carried forward.	Agenda
b)	YM to review queries on School Balances form.	
•	Closed.	
c)	YM to update the Scheme of Delegation.	
•	Closed.	
۸۱	VM4 to about contract and dates	
d) •	YM to check contract end dates. Closed.	
	Closed.	
e)	FGB to agree to roll over the Lakethorn contract for 12 months.	
•	Closed.	
<i>c</i> ,		
f)	AD to follow up with the LA regarding insurance cover (written confirmation).	AD
•	<u>Carried forward.</u> AD has spoken to Steve Dunham – written confirmation is awaited.	715
•	AD to check if we have a working generator.	AD
	AB to theek if we have a working generator.	
g)	AD to arrange for all LA advices to go to her / SBM.	
•	Closed.	
h)	2 policies to FGB for approval.	
•	Closed.	
i)	Complaints Procedure.	
•	Closed.	
j)	Critical Incident Planning policy.	
•	Closed.	
k)	Lockdown Policy.	
•	Closed.	
	closed.	
9.	Policies / Documents for Review / Noting / Approval	
	r Information (Noting)	
	e policies were pre-circulated.	
a)	CCTV Policy Noted.	
•	The positioning of the CCTV cameras is being reviewed.	
	The positioning of the cert cameras is being reviewed.	
b)	Charging and Remissions Policy	
•	Noted.	
	Floring in Information 9 Common visations Contract Daily	
c)	Electronic Information & Communications Systems Policy Noted.	
•	Noted.	
For	<u> Approval</u>	
No		

-	Review and approval by FGB	
a)	Complaints Procedure	
•	Approved.	
•	To FGB for adoption.	To FGB
10.	Staffing Update	
•	We have finally recruited an SBM who will be starting in September.	
•	A key priority is to build a strong inclusion team.	
•	The Site manager post is to be advertised at the start of the Autumn term.	
	 AD is considering appointing on a split shift basis. 	
•	It was agreed that the Interim SLT Staff member (Stellar) would be on a fixed term	
	contract to the end of the Spring Term 2023.	
•	CG stressed that he requires that AD has a full Leadership Team in place for	
	September.	
	Either 3 x AHT or 2 x AHT and 1 x DHT	
	 AD will be interviewing on Monday. 	
	 CG pointed out that we cannot currently appoint a DHT. 	
	There has been one Occupational Health referral.	
•	They returned to work 2 weeks ago.	
	- 1	
	 AD has also met their Union Rep. 	
11.	Number on Roll	
a)	Nursery: 51 – 1 vacancy.	
b)	Reception (now): 60	
c)	Reception (from September): 60	
d)	Year 1: 59 – The 1 vacancy has been offered.	
e)	Year 2: 60	
f)	Year 3: 59 – The 1 vacancy has been offered.	
g)	Year 4: 57 – of which 3 are currently overseas.	
	Year 5: 60	
i)	Year 6: 58 – 1 place has been offered. I vacancy.	
1+	use pointed out the LA are only showing 1 years by a should be showing 2	
IL W	vas pointed out the LA are only showing 1 vacancy; should be showing 3.	AD
•	AD to follow up with the LA.	AD
12.	Premises Update	
•	AD is currently arranging a time line for the summer works.	
	 Aston will be on site to monitor works. 	
	 Additionally the new SBM will be on site for part of the summer holidays – 	
	dates to be agreed.	
	AD said that she was not happy with the service provided by Delta.	
•	AD said that she was not happy with the service provided by Delta:	
	o Gates.	
	o Alarms.	
13.	Health & Safety Update	
•	It was proposed that a Governor undertake a Health & Safety visit towards the end of	
	the summer break i.e. between when the summer works are completed and before	
	school returns in September.	
	DM said that he would consider taking this on.	DM
	Governor Visits	
ıne	ere have been no Governor meetings since the last meeting.	

15. Any Other Business as agreed above	
There were no items of other business.	
16. Date and time of next meetings	
Friday 21 October 2022 at 9:30AM.	
The meeting will be held via Zoom.	

Meeting closed at 10:45 AM

APPENDIX A Perivale Primary School Contract Reviews

Supplier
•
Service Provided
•
Contract Term
Annual Cost
Assessment of Provision
•
Review Date
•
Proposed Way Forward
•