



FGB Minutes 31/03/2020

▶ Virtual Meeting ▶ Tuesday, March 31, 2020 ▶ 16:00 ▶ Chair: Greg Bloom ▶ Clerk: Tina Taylor

FINAL: The minutes are confirmed and locked.

Governors Attending: >Ema Jackson, Dan Mortiboys, Anne Darby, Jeremy Merckel, Samantha Kenny, Carl Glasgow, Suman McCartney, Peter Green, Greg Bloom,

Governors Apologies: >Nicola Arkinstall,

Non Governors Attending: >Tina Taylor, Karen Armitage, Peter Donovan,

Non Governors Apologies: >

Agenda Item 1 ▶ Welcome and Apologies

MINUTE The Chair welcomed everyone to the virtual meeting. Apologies were received and accepted from Mrs N Arkinstall, Mrs A Darby, Mrs S McCartney and Mrs N Silverwood. Apologies were not received from Ms H Birkett and Ms R Willis and were noted as absent.

DECISION Apologies accepted from NA, AD, SM and NS.

Agenda Item 2 ▶ Declaration of Interests

MINUTE The Chair asked members if there were any declarations of interest to be declared either pecuniary or non-pecuniary. There were no declarations declared.

Agenda Item 3 ▶ Urgent additional items

MINUTE There were no urgent items raised.

Agenda Item 4 ▶ Approval of Virtual Meeting Policy

MINUTE Following a previously circulated document, all Governors confirmed the policy had been reviewed. It was RESOLVED and AGREED to adopt the above policy.

DECISION It was RESOLVED and AGREED to adopt the virtual meeting policy.

Agenda Item 5 ▶ 2020/2021 Budget Approval

The Chair of the committee gave his overview of the assumptions of the budget following a previously circulated document.

The Vice Chair noted information received from SFS had been of poor quality and concerns had been raised regarding the validity of the information provided and so a decision had been made, following a quotation process, to move services to DRB with effect from 01/04/2020. Taking into account the predicted deficits in previous years against end of year surpluses, it was agreed that the position presented by SFS would be improved by £30k. The Vice Chair expressed confidence that with the change of finance provider and cleaning contractor the budget was likely to remain in surplus.

MINUTE As a result of the school closing due to Covid-19, The Executive Head Teacher drew the Governors attention to the loss of £3,000 per week for Busy Bodies. He noted further savings on running costs of the school were to be forecasted. The City serve bill for catering was unknown and the TUPE process for the cleaning contract was on hold due to the pandemic. The Executive Head Teacher noted more accurate figures would be available during the oncoming months and the Infant and Junior School surplus would be available by the end of that week.

ACTION Due to the unprecedented circumstances, the Chair urged the school to maintain a log of any losses incurred in anticipation of possible future claims.

DECISION There being no further questions from Governors, all members of the FGB approved the budget.

Agenda Item 6 ▶ Any Other Business

Year End Workbook

The Executive Head Teacher expressed thanks to Mrs K Armitage for supporting with the year-end workbooks and allowing the school to continue to utilise her skills. The Chair gave thanks for the support.

MINUTE The Chair noted the challenging times and he had emailed all staff to give thanks for their support and commitment, and how well the guidance and process had been followed well.

The Executive Head Teacher expressed his thanks to the Clerk in organising the meeting and support provided.

ACTION The Executive Head Teacher advised Governors he would provide regular updates relating to changes within the school.

Agenda Item 7 ▶ Date and time of next meeting

Due to the current circumstances, the Chair and Executive Head Teacher confirmed all future meetings to be cancelled until further notice.

MINUTE The meeting closed at 4.20pm

DECISION The Chair noted a Chair's action would be taken for approval where necessary and meetings would be convened when required.

Governor Agreed Actions set during this meeting: 0

Extraordinary Full Governing Board meeting *dated:* 31/03/2020
Minutes approved by Tina Taylor