

BEDFORD BOROUGH LA

QUEENS PARK LOWER SCHOOL

Action

Minutes of a meeting of the Finance and General Purposes Committee of the Governing Body of Queens Park Lower School held on 28th June 2010.

1. PRESENT

Mr F Birkett	Community Governor (Chair)
Mrs B Edge	Staff Governor
Mrs A McCormick	Staff Governor (Headteacher)
Mrs V Tatum	Community Governor (up to the end of Minute 3)

In Attendance	Mr D Richardson – Site Manager (from Min 7 onwards)
	Mrs A Thomas – Clerk to Governors

2. DECLARATIONS OF INTEREST

There were no declarations of interest regarding any items on the current agenda.

3. ACADEMY STATUS

Governors recalled that when they had discussed applying for academy status at the Extra-Ordinary meeting of the Governing Body on 24th June 2010 they had agreed not to make an application for academy status in September 2010 as they had a large number of questions which needed to be answered.

The Headteacher reported on the answers she had received to Governors' questions explaining, in particular, the financial implications of Academy Status. Governors felt that this matter was worth reconsidering and it was agreed that the Headteacher would consult stakeholders and then bring a recommendation to the next meeting of the Governing Body.

HT

Mrs Tatum left the meeting at this point

4. MINUTES OF LAST MEETING

It was agreed that the minutes of the meeting of the Committee, held on 19th April 2010, copies of which had been sent to all Governors, should be signed as a correct record.

5. MATTERS ARISING FROM THE MINUTES

a) Creative Partnership

In connection with Minute 4a) Governors were pleased to hear that the School had submitted a further bid to enable the creative partnership to continue.

b) Closure of Earlybirds Nursery

In connection with Minute 4e) Governors were pleased to hear that the new Community Nursery was going ahead in September 2010 on the Neighbourhood Centre site; it was not

yet clear what would be done with the old site.

c) Governors' Strategy Day

In connection with Minute 5iv) Governors noted that with the current possible application for Academy Status it might well be better to carry on with having their Strategy Day in the summer term; they would keep this matter under review.

d) Inclusion Quality Mark

In connection with Minute 8e) it was noted that work was continuing on the Inclusion Quality Mark but the School was not yet ready to be assessed.

6. BUDGET UPDATE

Governors noted the revised budget for 2010/11, copies of which were tabled and a copy of which can be seen as Appendix A to the master of these minutes. They were particularly pleased to see that the carry-forward from 2009/10 was now £105,925. Governors reviewed the budget in detail and, in response to their comments and questions the following points were made:

a) There was now a contingency of £57,386.

b) Some of the extra funding had been spent on staffing costs, funding an Inclusion Teacher, 2 fixed term Level 3 Teaching Assistants and the revised administrative staffing. Sufficient funding had been allocated to ensure all of these appointments were funded for the full 2010/11 academic year.

c) Governors asked to review the Finance Manual at their next meeting.

7. COMMITTEE'S ACTIONS

Governors went through their committee's actions using schoolcentre.net and noted that they had all been completed, apart from the work towards the Diversity Quality Mark which would be continuing in 2010/11.

8. ANY OTHER BUSINESS

a) Scaffolding

Governors discussed whether it would be possible to purchase a scaffolding tower for approximately £700, Mrs Edge would review the financial regulations regarding the amounts which could be spent on single items without obtaining quotations.

b) Internal Communication

In the light of the work which the School team would be carrying out in Milton Keynes it was agreed that Mrs Edge would investigate the provision of mobile phones for staff use.

9. DATE OF NEXT MEETING

All present noted that their next meeting would be arranged as part of the calendar of meetings for 2010/11.

Action

HT
Chair

Clerk
Mrs
Edge

HT

Mrs
Edge

Mrs
Edge

All
Comm.