

THE KINGSTONE SCHOOL
MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING
THURSDAY 24TH NOVEMBER, 2011

Present: (PGR) Joint Headteacher
(MGW) Chair
(NTN)
(CRS)
(KFR)
(JKW)

In Attendance: (PKY) Business Director
(KCR) Clerk to Governing Body

Item 1 – Election of Chair/Vice Chair of Committee

Resolved 1: Due to the Chair being delayed and in the absence of the Vice Chair, it was agreed that MGW chair the meeting.

Resolved 2: In the absence of the Vice Chair, it was agreed that election of the Chair and Vice Chair would be tabled at the next meeting.

Item 2 – Apologies for Absence

Resolved 3: That apologies for absence be received from JML and AWE.

Item 3 – Declarations of Personal Interest

Resolved 4: That there were no declarations of personal interest.

Item 4 – Minutes of last F & GP meeting (17th October, 2011)
(document distributed with agenda)

Resolved 5: That the minutes be approved as a correct record.

Matters Arising from above minutes:

Item 5 (Resolution 4) – to be addressed at this meeting.

Item 7 (Resolution 6) – PKY and PGR had met with L.A., and outlined to him the financial pressures the school was under, particularly in relation to Extended Services. The main issue put to Josh was the difficulty of planning for lettees and clients due to the uncertainty of the future of the sports centre and nursery and that this lack of control and communication could have a significant negative impact on our ability to meet our annual income targets. These concerns were put across strongly to Josh, who took on board the comments, understanding the impact these problems could have. Josh confirmed that the L.A. would be quite willing to look into these issues and offer financial support, if the need arises (although the school's intention is that this support will not be called upon).

Questions were invited and discussions ensued.

PKY confirmed that any surplus budget, once Kingstone closes, would be carried over to Horizon C.C.

Item 8 (Resolution 7) – the issue around recompense relating to the nursery (single entry point), was discussed with Josh and unfortunately, no financial support to offset the loss in income would be forthcoming from the L.A.

SIGNED (CHAIR OF F & GP COMMITTEE)

Item 5 – Premises Update

(document distributed with agenda)

PKY referred to the above report and added that Caretaker, BCY's departure was imminent (appointed as Caretaker at another School).

The site team were also involved in planning the siting and accommodation of the LA 'Test Bed' facility in Room S44.

Item 6 – Extended Services Update

PKY gave governors an update on Extended Services. MDP had met with PGR, IEM and PKY to discuss the possible future usage of the sports centre and re-siting of the nursery. Mick confirmed that the L.A. was considering a number of options around the future of the sports centre and he was cautiously optimistic that the facility will not be demolished.

Governors asked for clarification around the future of the sports centre after the school closes. PKY explained that GHM and ACN were undertaking a mapping exercise to the new ALC facilities, taking all centre users and usage into account, and that letters would be sent to all clients informing them of their future arrangements.

It is anticipated that the decision on the future of the sports centre will be announced in January, 2012.

PKY confirmed that NBN was keen to accommodate the nursery business and that it is his intention to site the facility within easy access to Horizon C.C. campus. Having discussed this with MDP, a plot of land has been identified on the Shaw Lane site (not on the Horizon C.C. site), and a feasibility/capacity study was currently underway. PKY confirmed that the nursery relocation would be at a cost to the school and he was looking into how this could be financed.

PKY confirmed that the nursery manager had informed the nursery staff of the above information and they were all suitably reassured about their future.

PKY updated governors on the good news surrounding the securing of another tenant in the sports hall, after JBS had cancelled her tenancy – new tenancies now in place.

PKY informed governors that a post 16 course will be offered from January, 2012, in conjunction with ITS, and housed in the community classroom – this would generate in excess of £12,000.

Overall, extremely productive activities within the area of Extended Services.

At this point, NTN arrived at the meeting.

Item 7 – Tariff (School Meals)

(document distributed with agenda)

PKY informed governors that he and LFR had recently visited Penistone, Kirk Balk and The Dearne, to undertake a price comparison exercise – Kingstone prices considerably lower in comparison.

Resolved 6: Governors agreed to the price increases as per the schedule, which would take effect from January, 2012.

Item 8 – Budget Monitor and Cash Flow as at end of October, 2011 - *Enc.

(documents distributed with agenda)

PKY confirmed that, in terms of the bottom line, the budget is in a reasonably healthy position and better than forecast at this stage. The cash flow is also positive; all creditors paid in November.

PKY also confirmed that at every month end, our financial status is reported to the L.A. and a report on budget projection outturn with cashflow statements was submitted quarterly. All surpluses are to be transferred to the ALC, but PKY envisaged that with our spending commitments, these surpluses would be minimal by the end of the financial year and closure of the school.

SIGNED (CHAIR OF F & GP COMMITTEE)

Governors asked whether I.T. equipment would be transferred to the new school and PKY confirmed that an audit has been undertaken, and some hardware would be transferred. Cups/Trophies/Plaques and appropriate memorials to staff, were also being considered by NBN.

Item 9 – Performance Data (Nursery/Catering/Sports Centre)

(documents distributed with agenda)

Nursery

PKY reported that numbers in September were down to 60% FTE capacity due to leavers but numbers of children in nursery now increasing and nearing 70%.

I.T.S. course will now be running from January, 2012 which will boost income.

Sports Centre

Positive picture particularly in light of the loss of Dance School tenancy.

Catering

October figures - only 15 trading days, but still managed to outturn with a surplus.

Item 10 – Delegated Services Provision 2012/13

(document distributed with agenda)

PKY referred to the operation and management of the school's delegated services in 2012/13, as per the document distributed with the agenda, recommending no changes.

Resolved 7: Governors agreed that there will be no changes to how the school manages and operates its delegated services until the school closes in 2012.

Item 11 – Virements (included with Budget Monitor)

Included, discussed and agreed as part of Period 7 budget monitor.

Item 12 – Safeguarding

No issues to report.

Item 13 – Any Other Business

Governors discussed the change of the spring term governors' meeting to 8th February, 2012, which is now scheduled the day before the Finance and General Purposes meeting (scheduled for 9th February).

Resolved 8: It was agreed that the FGP meeting be cancelled and that PKY report detail of projected outturn position in January at the spring term meeting. The clerk to inform governors of this change.

The meeting closed at 7.00 pm.

SIGNED (CHAIR OF F & GP COMMITTEE)