



MINUTES of the LOSTWITHIEL LOCAL GOVERNING BODY MEETING

24 May 2017, 6.00

Part A Public

Item	Subject	Action
	<p>Present: Jonathan Brown (JB) – Chaired Tabitha Carnell (TC) Rebecca Ellis (RE) Natalie Simmonds (NS) – Head Tim Spring (TS) Mike Stead (MS) Kate Webber (KW)</p> <p><i>Also in attendance:</i> Jeremy Alder (JA) – Clerk Paul Bassett (PB) – Lostwithiel Educational Trust <i>items 2.1-2.3 only</i> Ellie Willcocks (EW) – Chief Finance Officer <i>item 1 only</i></p>	
	Apologies: Tom Miles (TM), Ann Quarmby (AQ), Dan Solly (DS)	
1	Budget 2017.18	
1.1	<p>EW summarised the budget as ‘very tight’ and this is set against an overall financial position which is getting harder. She confirmed the report shows the 16.17 original budget not the outturn. Base GAG funding is up due to a higher NOR, but PP funding has reduced. Extra £15K is the grant received from the LET. Not been shown before but included this year to balance the budget. NS will work with LET to try and get a greater level of assurance from them that it will be received every year. Premises £32K is paid by DfE via the GAG grant.</p>	
1.2	<p>Pupil Premium. NS reported numbers from KS1 has reduced since introduction of UFSM. EW pointed out the new Fairer Funding formula puts even more emphasis on the number of PP students. Introduction of a PP Champion has increased numbers from 20 to 26 since January. Letter was sent to all KS1 parents earlier in the year and the school has targeted certain families by helping them complete their application. School will collect NI number from all new parents in the future (via Data Collection form) which is then run against data held by the LA.</p>	
1.3	<p>Teaching salaries. The school has a good range of pay scales, average salary is lower than national. However pupil: teacher ratio is low (19 compared to average of 24) so this could be an issue for the future Currently the school has a 5 day per week site supervisor. There is a possibility this could change in the future when the new build work and snagging work is completed. Curriculum budget is high compared to other Trust schools, but NS pointed out this can be underspent if required. Wraparound care. Still a net cost of £2800 but is less than previous year.</p>	

	NS confirmed she is looking at ways of making this at the very least a breakeven budget by reviewing charges and finish times.	
1.4	Governors asked what 'Other staff expenses' is? EW explained this is the pension deficit which had risen steeply but was re-evaluated recently and has reduced. Catering budget line is based on the uptake of UFSM. Much lower than originally costed (which in turn was based on assumptions made over numbers), so the new figure reflects current uptake with some extra margin of error.	
1.5	EW highlighted that going forward without any changes made the school will be in a deficit position next year. It is very difficult to give you accurate forecasts about future national funding formula and what that will mean locally. Current projection would see a reduction of c.£30K, and this is mainly due to a reduction in the deprivation element. In addition there are more pressures from future increases in costs eg pension contributions. So the worst case scenario is school will need to make changes to identify cost savings. NS proposed the LGB has a more detailed discussion and review next year to begin to look at our options.	
1.6	Governors asked whether we should be looking to make more savings now? NS confirmed that no extra staff would be employed beyond the next year, and given the need to make an impact in key areas feels this is the best approach for the forthcoming year.	
2	Lostwithiel Educational Trust	
2.1	PB summarised the original arrangements ('objects') put in place for the LET. In 1995 the Diocese made arrangements with the Council which ended in 2010. During this period it became clear who actually owned the land (the Vicar and Church Warden). Lease was renewed for another 15 years at an annual rental of £32K upto 2025. So c.95% of funds received by LET from rental is returned as a grant. This amount is based on pupil numbers split between Lostwithiel and St Winnow. A small amount is set aside for grants to adults.	
2.2	From this year timing of payments has changed so the school will receive our grant every July in future. PB confirmed there will always be a grant made, and the pupil-ratio split between the two schools will always be the method used. NS queried whether there is anything in writing? No. PB clarified that the '95%' figure is reviewed annually but he would expect any variations to only be in the region of a few hundred pounds.	
2.3	Governors asked for PB's view of how strong the legal position is? He explained how this had been looked at in detail and does not believe there is anything to challenge. PB was asked to provide details of how one-off bids to LET can be made. Governors queried what the size of the central 'pot' is? PB will report back what he can, but confirmed that at present the LET is awarding grants based on income not from any capital. JB thanked PB for attending.	
2.4	Governors discussed representation by the school within LET. NS will write with a list of questions.	NS
3	Conflicts of Interest: no additional interests declared.	

4	Previous minutes of the 22 March 2017 were accepted as an accurate record.	
5	Matters arising	
5.1	7.2 Minutes. NS confirmed she is now uploading minutes to the website.	
6	Challenge Day feedback	
6.1	Following the annual Challenge Day in January NS requested a follow-up review day in April. Lots of progress has been made since January, and the school has introduced a whole series of changes. NS stressed the need to continue with improvement in KS2. NS shared her plans for the staffing structure for next year and confirmed there will be TA provision in each class as a reduction in the need for additional 121 provision has made this possible.	
6.2	CONFIDENTIAL ITEM	
6.3	NS summarised all the monitoring activity senior leaders carry out on a weekly basis, together with providing formal feedback. Staffing will feel 'very different' in September. NS believes once some major changes are in place we can focus on smaller incremental changes.	
6.4	Y1 Phonics. Currently predicting better outcome than at the beginning of the year and we expect to achieve at least 85%. Initial analysis suggests that KS1 SATS will be an improvement on last year. Governors heard that the new curriculum for Forest School is having a strong impact, with greater emphasis given to PP pupils. Pupil conferencing session was carried out just with PP pupils and worked very well. Tracking system is very helpful with monitoring progress and attainment for the Most Able. Pupil progress meetings are also held.	
6.5	Attendance and Persistent Absence is a significant issue including unauthorised long-haul holidays. Resources are being spent on PP pupils to help address this. NS will work with Head at Mount Charles to draw up a new policy which should be available for the next meeting. Discussion took place over what else the school can do.	
6.7	TC reported back her views from attending the session with the SIP. Very positive and very informative.	
7	Attendance <i>See 6.5 above</i>	
8	Update on building works	
8.1	Off-site construction underway, good working relationship with the new contractor. Onsite work due to start from w/c 19 June and due to be finished by 18 August. Some changes to the specification have been made to help remain within budget.	
9	Staff Structure next year <i>Covered in 6.1</i>	
10	Trust update	
10.1	Joint Board, Heads and Central team meeting tomorrow to look at new draft strategy and plan, plus a report on central services.	
10.2	Board minutes were noted. JA confirmed the timetable for LGB reporting to the Board on the summer term has yet to be agreed.	

11	Website logins	
11.1	Agreed NS will see if she can send out everybody's logins.	NS
12	Governor visits	
12.1	TC completed a RWI visit today, SEN visit booked. RE to do a Safeguarding / s.157 visit. Other govs to speak to NS after halfterm please.	ALL
13	AOB	
13.1	Issue over parking in the Staff Car Park raised. NS will follow-up.	NS
13.2	JB mentioned the Forest School twinning event went down very well, with the French parents giving some very positive feedback.	
	Date of next meeting: 28 June 5.30 start	
	Meeting finished at 8.00.	

Signed	Date
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