MINUTES of the Meeting of the Finance and Resources Committee of Thorngumbald Primary School held on Thursday 16 October 2025 at 5.00pm.

P R E S E N T:-

Catherine Roberts (in the Chair)

Thomas Cook and Sarah Norton.

Also in attendance – Louise Wilson (School Business Manager).

Clerk to the Governing Board – Sian Trulio.

127 **APOLOGIES**

An apology for absence was received from Graham Uney.

No apology was received from Paul Tansey.

128 **CONSENT FOR ABSENCE**

RESOLVED: a) that consent be given to Graham Uney for his absence from this meeting;

b) that consent not be given to Paul Tansey for his absence from this meeting.

129 **CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER URGENT BUSINESS**

RESOLVED: that no items be raised under any other urgent business.

130 **DECLARATION OF INTERESTS**

RESOLVED: that no declarations of interest were received against any item on the agenda.

131 **ELECTION OF COMMITTEE CHAIR AND VICE CHAIR**

The Clerk invited nominations prior to the meeting and further nominations were requested. Nominations had been received for Catherine Roberts as Chair and Thomas Cook as Vice Chair and the vote was cast by show of hands to determine the outcome of the election.

RESOLVED: a) that the term of office for the Chair be until the first meeting of the autumn 2026 term;

b) that the term of office for the Vice Chair be until the first meeting of the autumn 2026 term;

c) that Catherine Roberts be elected Chair of the Committee;

d) that Thomas Cook be elected Vice Chair of the Committee.

(Catherine Roberts in the Chair)

132 **COMMITTEE TERMS OF REFERENCE**

Governors reviewed the terms of reference, including membership, financial delegation and staffing responsibilities. The following changes were suggested:

Finance and Resources Committee

Gary Sainty would be removed from the membership.

Subject leadership was now in the following teams:

- Creative Team (Art, Music PE, and French);
- STEM Team (Science, Maths, IT and DT);
- Life Team (Humanities, RE and PSE);
- English Team (Early reading, Phonics, Writing and Reading).

The committee would recommend two governors be assigned to each team. This would be discussed at the next meeting of the full governing board.

The committee would be given a delegated responsibility to scrutinise the School Development Plan and report back to the full governing board and recommend approval. The School Development Plan would be circulated to all governors two weeks prior to each committee meeting and all questions should be sent to the Chair and Vice Chair of the Committee.

Governors discussed the timing of meetings and waiting for other parties to get information out to governors. The Chair of the Committee would discuss this with the Chair of Governors.

RESOLVED: a) that the changes to the terms of reference be recommended to the full governing board for approval;

b) that the committee would recommend two governors be assigned to each subject leadership team;

c) that the Chair of the Committee would discuss meeting timings and deadlines with the Chair of Governors.

133 **MINUTES**

RESOLVED: that the minutes of the meeting held on 15 May 2025 be confirmed and signed by the Chair.

134 **MATTERS ARISING FROM THE MINUTES**

Minute 115 – Matters Arising from the Minutes (previously Minute 97)

It was confirmed that the policies to be delegated for committee approval had been agreed. The Headteacher would send the list to the Clerk.

Minute 117 – School Development Plan 2024/2025

Challenge: How did the meet the teachers event go?
Response: It went well. Attendance had depended on the class, and the majority had visited reception. The event would be repeated annually.

RESOLVED: that the Headteacher would send the list of policies to be delegated to committee to the Clerk.

135 **GOVERNOR ACTIONS**

Minute 116 – Governor Actions (previously Minute 97)

A new Parent survey had been completed, and the results would be shared with the committee.

Minute 118 – Five Year Budget Plan

Challenge: How much should the Friends of School be invoiced for the school trips?
Response: It should be £5.00 for each pupil that attended a trip both this year and last year. The invoice should be sent to the Friends of School Treasurer and would be paid once all classes had undertaken a trip this year.

RESOLVED: a) that the results of the new Parent survey be shared with the committee;

b) that Friends of School be invoiced the agreed amount for school trips.

136 **SCHOOL DEVELOPMENT PLAN 2025/2026**

The updated School Development Plan had been circulated to all governors prior to the meeting. The Headteacher advised that it had changed slightly as it had originally been written in accordance with the Ofsted criteria, which had since changed. The plan now matched the school's values. The STAR values had been included and PACE (playfulness, acceptance, curiosity and empathy) was at the centre as this was embedded across the school.

The key priorities were highlighted, specifically how these linked with PACE. There was an intent for each priority as well as why had it been included. All research used had been referenced. Each priority had a target and actions as well as what success would look like and progress measures. There was not a designated lead for each element in place currently as appraisals were currently underway and these had yet to be agreed. All staff had been involved in the development of the plan and Jo Harrison, local authority School Improvement Adviser, had also had oversight of it. This would be a three-year plan and the end of the plan had a summary for each year the plan would run. The Headteacher highlighted some things that would be added to the plan following a review of the new Ofsted toolkit.

Challenge: What would the Inclusion Insights Briefings look like?
Response: These would be done via an email to all staff including lunchtime supervisors. Any feedback from this would be shared with governors.

Challenge: What were the classroom "inclusion menus"?
Response: The school had ordinary provision however, these would outline all the work the school did on inclusion in addition.

Challenge: How were the MyHappyMind lessons going?
Response: Staff were enjoying the lessons and pupils were very engaged. It had already been possible to see an impact with pupils using the techniques to regulate.

Challenge: How would the RSHE review be done?
Response: It would be done as a whole staff. The initial idea was to move away from Jigsaw and purchase a new scheme.

Challenge: How long was left on the current Jigsaw scheme?

Response: One year.

Challenge: How were the school monitoring interventions?
Response: These were monitored through pupil voice and pupil progress meetings however, the Headteacher had tasked a senior teacher with doing some supervisions with teaching assistants (TA) to review.

Challenge: How would the OPAL package be utilised for playtimes?
Response: The scheme advocated playgrounds being split into areas with different activities. The school did not plan to purchase OPAL however, they did plan to adopt their approach. The playground would be redesigned to have different areas such as a scooter area. TAs would then be more active at playtimes which should help with the communication issues between pupils and lunchtime supervisors. The school planned to use the Sports Premium funding for the playground development.

Challenge: Were Play Champions part of the OPAL approach.
Response: They were.

Challenge: Had there been any progress with Forest School?
Response: The member of staff had completed onsite training and had done an assembly with the pupils. The plan was to run it as an after-school provision in the first instance. It was hoped that the member of staff would be fully qualified by February 2026.

Challenge: Where would the Forest School be held?
Response: At the back of the school field. Eventually, pupils would have curriculum lessons out there. It was a work in progress and would take time.

Challenge: Would the school vision be reviewed by the full governing board?
Response: This would be reviewed annually by the full governing board.

RESOLVED: that the School Development Plan 2025/2026 be received and recommended for approval by the full governing board.

137 **SELF-EVALUATION FORM (SEF)**

The SEF was shared with governors during the meeting. It had been developed using the new Ofsted toolkit and was linked to the School Development Plan. The toolkit was linked in the document for governors.

The Headteacher also shared an alignment summary so governors could see how the School Development Plan and the SEF aligned with each other.

RESOLVED: that the Self-Evaluation Form be received.

138 **PUPIL PREMIUM STRATEGY**

The Pupil Premium Strategy had been shared with governors prior to the meeting. The Headteacher clarified the pupil numbers as they were not the same as what was in school currently. It would have been based on the numbers when it was written, a snapshot in time.

Challenge: Is 10 percent eligibility with Pupil Premium accurate?
Response: Clarification of this had been requested.

RESOLVED: that the Pupil Premium Strategy be approved prior to publication on the school website.

139 **SPORTS PREMIUM STRATEGY**

A new digital submission had been completed this year which had then been added to the school website. The Headteacher and School Business Manager were planning to take more control of the spending this year and planned to utilise the funding for playground development and forest school provision.

RESOLVED: that the Sports Premium Strategy update be approved.

140 **BUDGET UPDATE**

The autumn term 2025 budget plan meeting with the local authority had taken place.

The school had received lots of in-year funding this year from additional grants. From April 2026 the National Insurance (NI) contribution grant and School Budget Support Grant (SBSG) would be included in the core budget. There had also been an increase in Special Educational Needs and/or Disabilities (SEND) and Enhanced Resource Provision (ERP) numbers which came with associated high needs funding. There were currently 26 Education, Health and Care Plans (EHCP) at the school, and there was additional top up funding for this.

Challenge: Budget line E20 – ICT Learning Resources had remained steady apart from an increase this year. What was the reason for this?
Response: This was because some laptops had needed to be replaced this year.

Challenge: The budget line E26 - Agency Supply Staff was higher this year than the others. What was the reason for this?
Response: There had been an influx of pupils with needs, and the school had needed staff quickly. Staff had been sourced through an agency, and this had come with associated costs. A member of agency staff was also covering long term sickness.

Staffing remained the highest cost and the school had therefore put a succession plan in place for leadership.

Challenge: The school still did not have a Caretaker. Was there a plan in place for this?
Response: The school had advertised for a casual Caretaker whilst the current one was on long term sickness leave.

Challenge: Do the issues with the boilers remain the same?
Response: The school continued to replace the pump to patch the issue until the boilers could be replaced which the local authority had agreed to pay for.

The Headteacher advised that some drainage issues had been discovered underneath the conservatory floor. The local authority would investigate this before replacing and as part of this, the Key Stage (KS)1 toilets would be renovated.

RESOLVED: that the budget update be received.

141 **FIVE YEAR BUDGET PLAN**

The in-year deficit this year was -£1,400.00 which was very minimal given what had been predicted earlier in the year. The current carry forward ensured that there would be an £83,000.00 carry forward into next year. The next financial year would see a positive in-year balance of just over £54,000.00 which, when added to the carry forward, should create an in-year surplus of £137,000.00. The budget looked positive for the first three years of the five year plan.

RESOLVED: that the five year budget plan be approved.

142 **SCHOOL FUND ACCOUNT**

RESOLVED: a) that Rachael Headley be approved as the auditor of the School Fund Account;

b) that the School Fund Account for the year ending 31 March 2025 be approved.

143 **SCHOOL FINANCIAL VALUE STANDARD**

RESOLVED: that the School Financial Value Standard be deferred to the next meeting of the full governing board.

144 **REVIEW OF ACTIONS**

RESOLVED: that the Review of Actions be confirmed and circulated to governors following the meeting.

145 **FUTURE MEETINGS**

RESOLVED: that future meetings be held on the following dates:

Thursday 12 February 2026 at 5.00pm;
Thursday 14 May 2026 at 5.00pm.

NOTE: Louise Wilson left the meeting at this point.

Chair's Signature – 12 February 2026.