



**TAVISTOCK COLLEGE**  
**RESOURCES COMMITTEE MEETING REF:1508**  
**DATE: 27 January 2016**  
**CONFERENCE ROOM**  
**MEETING NOTES**

<b>Governor</b>	<b>Present / Apols / Absent</b>		<b>Governor</b>	<b>Present / Apols / Absent</b>
Philip Sanders (PS) <b>CH</b>	Present		Alan Jones (AJ)	Apologies
Jan Montague (JM) <b>VC</b>	Present (from 18:37)		Kevin Wilson (KW)	Present
Sarah Jones (SJ)	Present			
Tim Alexander (TA)	Apologies		Caroline Jordan (CA)	Apologies

**Also Present**

<b>Name</b>	<b>Designation</b>		<b>Name</b>	<b>Designation</b>
Jay Hooper	Clerk		Alison Horn (AH)	Strategic Business Leader

**Agenda**

<b>Item No</b>	<b>Lead</b>	<b>Topic</b>
1	Chair	Welcome and Apologies
2	Chair	Declarations of interest
3	Chair	Minutes of previous meeting
4	Chair	Matters arising and not on the agenda
5	AH	Budget Monitor
6	AH	Benchmarking
7	AH	SVFS
8	Chair	Academisation issues
9	AH	Budget 2016/17
10	All	Governor activity

	<b>Meeting Open: 18:10</b>			
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Ref	Action / Decision	Owner	Date	Complete by
8	Meeting not quorate on opening. Chair took Agenda Item 8 for discussion, under Part II 18:10 JM arrived 18:37 for briefing and vote, meeting moved back to Part I 18:40 Meeting resumed order of agenda			
1	CJ; AJo; TA			
2	None declared			
3	Minutes meeting 1505 agreed and signed. Prop: PS, Sec: KW carried unan			
4	1505.4 - minibus arriving April 1505.6 - refurbishment on hold; issues with football Foundation outstanding			
5	<p><b>SBS:</b> AH presented current budget position, and projected c/f. Governors questioned unforeseen expenditure - some maintenance issues caused by rain and rain damage. AH explained issues with Post-16 high additional needs funding allocations - chasing DCC for allocation, but no certainty.</p> <p><b>Sports Centre:</b> AH presented current budget position, and projected c/f. AH explained the work carried out to strengthen membership, and noted increased use of all-weather pitch, due to continuing wet weather. Governors clarified the allocation of £20K to a 'sink fund', as they had requested. AH described research now underway with Sports Centre members, to result in full report and proposals for forward plan to come to next meeting.</p> <p><b>Bursaries:</b> AH presented current budget position. Includes a c/f on the budget, due to revised criteria on use of funds. Criteria to be further reviewed at the end of March.</p> <p><b>Capital:</b> Governors ensured there was no additional expenditure, above limits agreed. AH explained sum ringfenced for replacing the fire alarm system.</p>			
6	Governors had received and read in advance, benchmarking report. Staff levels comparable with similar size schools, and governors noted in particular the improvement in positions for catering			

	<p>and energy; AH praised for the work she has done in streamlining catering costs.</p> <p>Report discussed, with governors looking at support staff numbers and noting that it would be difficult to make further savings on staff without the school becoming dysfunctional.</p> <p>Agreement that the focus needs to remain on maintaining and increasing student numbers.</p> <p>Governors accepted the report, Prop: KW, Sec: PS carried unan.</p>			
7	<p>Schools Financial Value Statement</p> <p>Governors had not had time to read the completed statement in advance of the meeting; To be recirculated for email vote of acceptance, to enable AH to submit the signed statement within prescribed timescale</p>	27.01.16	AH / All	29.01.16
9	<p>AH provided a broad-brush overview of forward budget position, as far as known. No confirmed income figures known, and worst case scenario figures used to sketch in performance appraisal outcomes.</p> <p>In-year savings are anticipated through recruitment/retention and reduction in use of supply staff.</p> <p>Governors discussed the outline as presented, with discussion and challenge centering on:</p> <p>Potential outcome of fairer funding review</p> <p>Agency and Supply costs</p> <p>Levels of sickness absence</p> <p>Potential for recruitment premiums</p> <p>AH explained that agreement of FGB for external secondment at senior level is on hold, and the issue will be covered through internal secondment instead. Noted this needs to be fed back to FGB.</p>	27.01.16	PS	20.04.16
10	<p>JM - T&amp;F groups, met with parents to discuss Academy conversion</p> <p>PS - Met with parents to discuss Academy conversion</p> <p>KW - Trust Board, T&amp;F groups, Academy conversion lead, T&amp;L reviews</p>			

**Meeting Closed: 20:16**