

MINUTES

WINWICK CE PRIMARY SCHOOL
Meeting of the Leadership and Management Committee – autumn 2022
Wednesday 19 October 2022, 5.00pm

Venue: Hybrid

PRESENT:

Miss G Allen
Mr C Browning – Chairperson
Mrs S Dymond (Headteacher)
Mrs C Jenkinson
Mr C Mumford
Mrs J Neal
Mr D Rees
Mr A Barker
Mrs B Leek

IN ATTENDANCE:

Miss L Adams (LA Clerk)

Part One: Non-Confidential Business

1) Welcome and opening prayer

The committee chair welcomed everyone to the meeting and Mrs J Neal led the opening prayer.

2) Absence and apologies

All governors were in attendance.

AGREED: The committee consented to the absence of those listed above

3) Declaration of personal interests for any item on this agenda

No interests were declared for any item on the agenda.

4) Previous committee minutes, matters arising and action log

To confirm the minutes from the meeting held on 28 June 2022.

AGREED: The minutes from the previous meeting held on 28 June 2022 were confirmed as a correct record

Matters Arising

There were no matters arising.

Action Log

Governors were informed that savings on energy costs are being explored more. Mr A Baker has spoken to Richard Jones regarding the net zero schools initiative. He had been advised that there is a heat decarbonisation survey that is being carried out. It was noted that the school haven't received any information about a survey.

There are still some schemes available for schools to tap into, however the Salex scheme isn't worth pursuing. They would provide the school with a loan and then we would have to pay it back.

The diocese are in the process of looking at how to put funding out but no figures have been released yet. They have commented that changing the fluorescent lights is the right thing to be doing and continuing to make savings where possible. A governor commented that it would be useful to see the results of the survey to use in any bids they submit for funding.

Action: Mr A Baker to speak to Richard Jones and ask for a survey to be completed

Action: once the survey has been completed governors will analyse the results

Mr Rees is still to arrange a visit to look at the learning spaces in school.

Mrs L Smith has reviewed the self assessment. In terms of income the school receives it is not much different when compared to similar schools. The outturn projection is inline.

Mr Rees reported on the use of smart meters. It was noted that the Local Authority are still refusing to install smart meters. The School Business Manager has been looking around for comparisons based on the information the Budget Officer has presented. In terms of changing contracts it currently would be an expensive option. The current contract ends on 31 March 2023. The feedback from other schools is that they are staying with the Local Authority even though the cost is high.

A governor noted that Warrington Borough Council owns a solar farm in Hull and this will enable them to receive green credits. The council can offset this against their farm however schools are buying it off the grid.

A governor noted that it would be useful to look at the comparable rates. It was noted however that some companies are not providing the comparable prices that far in advance. The Headteacher informed governors that the school need to let the Local Authority know by 4 November if it wants to continue with the current contract.

Action: Headteacher to check with the diocese if they have any comparable rates

A governor raised a query why the Local Authority is asking schools to tie in for four years and why they aren't negotiating with these companies.

Action: School Business Manager to find out what the variable rates are for moving across now

Governors agreed that if the new rates were more favourable and based on a 12 month period they switch. **A governor asked** if they could find a deal that includes installation of a smart meter.

A governor asked about the gas prices. It was noted that they are in a contract until 2025 so there is time.

Mrs J Neal reported that she has contacted Linda Donaldson for more information on the reasons behind why the bid for funding was not successful. It was noted that the school has the opportunity to resubmit the application.

Action: Mrs J Neal to contact Graham to inform them that they want to resubmit the bid

Governors were informed that the School Business Manager has done a breakdown on the food costs for the link club. It was noted that based on the last academic year and if there hadn't been any redundancies it would be £1k in profit. **A governor asked** if this as a comparable profit. The Headteacher noted that she wasn't aware, however this is the highest number we had for years. It was proposed that the link club charge remains the same. It was agreed that it would be reviewed at Easter.

Mrs L Smith agreed to be Vice Chairperson.

5) Review committee Terms of Reference and confirm members

Governors agreed the terms of reference and the following structure:

Mrs S Dymond	Mrs R Buchanan
Mrs J Neal	Mrs A Lacey (Observer)
Mrs C Jenkinson	
Mrs B Nelson	
Mr C Munford	
Mr D Rees	
Mr A Baker	
Mrs L Smith	

6) Leadership and Management Matrix

A copy of the updated leadership and management matrix is on the drive. It was noted that there are clear links to the strategy.

7) Acadamisation Update

The Headteacher reported that the diocese has released a strategy and a policy around academisation. The proposal from the White Paper is for every school to be an academy by 2030. The definition of a strong MAT was explained to governors.

It was noted that there is a meeting on 10 November 2022 at St Philips where all the current MATs will be available to speak to. There are currently 7 MATs within the diocese with 84 schools yet to convert. The Headteacher provided governors with a rundown of the state of play with the current Trusts. The Chairperson expressed concerns that if they joined a smaller MAT that this could be amalgamated into another one.

Action: feedback from the meeting on 10 November 2022 to be provided at the governing body meeting

Action: Strategy to be uploaded to the drive

The Headteacher noted that she will be asking the Trusts about their growth strategy.

Action: Headteacher to speak to Hope Academy to see what their strategy is

Action: Questions to be sent to Mrs J Neal by 4 November 2022

8) Buildings

Mrs J Neal reported that Rose Solicitors has taken over the legal process. Carsten is currently chasing this up.

9) Safeguarding Update

A meeting is planned between the Headteacher, School Business Manager and the Safeguarding governor to look at safeguarding.

10) Finance Update

All the documents have been uploaded to the drive.

In terms of teachers and employees pay awards all unions have been consulted and they wish to pursue strike action.

Governors agreed the pay policy.

The proposed increase for teachers was 4.5% which is being appealed against. In terms of support staff they have seen a considerable increase which will add an additional £13k to the budget. Governors were informed that the school is not getting any additional money in the budget.

In terms of the PE funding it has been decided to save £9k. Money has been ring fenced for swimming catch up. The plan is to spend on further equipment and update playground markings.

It was noted that there is a query about the income from the Headteacher carrying out work on behalf of the Local Authority.

If there was to be a strike then we would need to do a risk assessment. If all leaders decided to strike then there would be no safeguarding lead in the school. If anyone strikes the school is not allowed to find cover for that position.

11) Governor Visits

a. IT Governor

Mr C Munford reported on his recent visit with the IT contractor. There was initially a 64 hour contract in place. The wireless issues have been resolved. The Headteacher informed governors that the contractors have been proactive when there have been issues. It is proposed that the contract be reduced to 40 hours from April.

New laptops have been purchased for staff and a new suite of IPADs are now in use. It was noted that the admin support is not included so it is worth looking into this.

The current broadband contact is with Warrington Borough Council.

It was noted that this company is able to send reports on alerts of sites that have been accessed. The Headteacher and Mr N Henaghen felt that the contract with Warrington Borough Council already provides this.

Action: Mr N Henaghen to pick this up outside of the meeting

A governor asked if it would make sense to tie all the provision together.

Action: School Business Manager to look into the different contracts

In terms of future plans there are 5 old whiteboards that are due to be replaced. A governor queried the costs and asked if the school could use DFC. It was noted that the whiteboards will be replaced as and when they break.

Governors were informed that everything is backed up on the cloud.

12) Any Other Business

Governor bank account

Mrs J Neal reported that this is ongoing.

13) Future Meeting Dates

Spring 2023	Thursday 9 March 2023, 5.00pm
Summer 2023	Thursday 29 June 2023, 5.00pm

Part one of the meeting closed at 18:29

Signature: _____
Chair

Date: _____