

## Bowhill Primary School

### Building and Finance Meeting

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|------------------------|--|------------------|---|
| <b>Date of meeting</b> | 3 <sup>rd</sup> March 2015<br>6.00 pm<br>Room Year 4/2   | <b>Present</b>   | Caren Brooks(CB), Rod Ruffle, Emma Walker-Brown, Natalie Bracher, Mark Burnard, Julie Harris and Claire Quick |
|                        |  | <b>Apologies</b> | Reg Edwardson (RE)  |
|                        | <b>Minute</b>  | <b>Actions</b>   |   |
| <b>1</b>               | <b>Fire Alarm</b><br>There is no fire test today If the alarm sounds then make your way quickly and safely to the playground   |                  |   |
| <b>2</b>               | <b>Business interests</b><br>None Declared   |                  |   |
| <b>3</b>               | <b>To receive apologies</b><br>Apologies received as above.  |                  |   |
| <b>4</b>               | <b>To consider the minutes from the Building and Finance Committee meeting held on Tuesday 20<sup>th</sup> January 2015</b><br>Minutes approved as accurate record of meeting  |                  |   |
| <b>5</b>               | <b>To discuss matters arising from minutes</b><br>Item 6. MB looking into possible software for children for maths, spoken to C Blatchford (5/2) to look in detail at My Maths. KS1 programme Abacus, MB will speak to C Lawes (Foundation).<br>Item 9. JH met with IB regarding new budget monitor on Friday 27.2.2015<br>Item 10. Draft budget forwarded to Governors prior to this Meeting<br>Item 12. MB looking into MUGA charges, spoke to IB and no issues raised | MB               |   |
| <b>6</b>               | <b>To review TISP/Maths Progress</b><br>RE and CB attended meeting organised by Babcock regarding TISP. Schools under TISP already will continue on the programme. A new programme has been introduced to be known as Excellence for All/Keys to Success, which will run alongside TISP. This will then take over from TISP. TISP not due for review until after Easter.<br>Helen Edginton has come in and worked with TAs in Numicon.                                   |                  |   |
| <b>7</b>               | <b>To review SMIP/SEF and Safeguarding</b><br>SMIP running alongside the TISP and Keys to Success. SEF in process of being updated now that HMI visit letter has been made public.<br>Safeguarding has altered from last update as follows, one child PSP, one targeted family and one extra DAF now 14.   |                  |   |

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| <b>8</b>  | <p><b>To review Contracts</b></p> <p>IB in process of making temporary contracts permanent, as agreed in P&amp;C Meeting 11 November 2014. In addition there are 2 Maternity Contracts and 1 Special Leave.</p>  |  |
| <b>9</b>  | <p><b>To begin to prepare new SMIP</b></p> <p>No renewal required due to TISP.</p>   |  |
| <b>10</b> | <p><b>To review Governors' Allowances (Expenses)</b></p> <p>Governors agreed for allowance to remain the same.</p>   |  |
| <b>11</b> | <p><b>To review Charging Policy</b></p> <p>KG circularised Policy to Governors prior to Meeting. The Policy was reviewed and duly adopted by the Governors.</p>  |  |
| <b>12</b> | <p><b>Governors Report</b></p> <p>CQ visited 5/2, spent the morning with the class, seeing a maths session and has forwarded a Report.</p> <p>EWB and NB have been on SEN Training and will be meeting with SENCo.</p> <p>RR, EWB and CQ attended Financial Efficiencies Workshop by Exeter Consortium.</p> <p>EWB meeting with Year 3 on the 18<sup>th</sup> March.</p> |  |
| <b>13</b> | <p><b>To consider any other matters</b></p> <p>Monitor + notes and draft Budget circularised to Governors prior to Meeting.</p> <p>The Governors have agreed for future Summary Budget to be via cost centre and Monitoring via cost group.</p>  |  |
| <b>14</b> | <p><b>To agree dates of next meetings</b></p> <p>FGB 17<sup>th</sup> March</p> <p>P&amp;C 21<sup>st</sup> April</p> <p>B&amp;F 28<sup>th</sup> April</p> <p>P&amp;C 9<sup>th</sup> June</p> <p>B&amp;F 16<sup>th</sup> June</p> <p>FGB 30<sup>th</sup> June</p>  |  |

There being no further items to discuss the meeting closed at 7.50 p.m.

Signed ..... Dated.....