

Governing Body of Bowhill Primary School

Buildings and Finance Committee Meeting

Tuesday 23rd September 2014 at 6.00 pm at Bowhill Primary School

Present: Caren Brooks, Reg Edwardson, Rod Ruffle, Emma Walker-Brown, Natalie Bracher, Mark Burnard and Claire Quick

Apology:

Absent:

In attendance: Karin Gordon

*Fire exit procedures detailed byKG *

Declaration of Business Interests

Appointment/Re-Election

RR nominated EW-B for deputy Chair and this was seconded by MB.

1. To receive/approve apologies for absence

No apologies.

2. To consider minutes from the committee meeting on Tuesday 17th June 2014

Minutes approved as accurate record of meeting.

3. To discuss matters arising from the minutes

Item 4. NB was unable to attend SEN Training on the 19th June 2014.

Item 6. New Budget Monitor is still not completely up and running. Meeting between Governors and IB to decide on best format for reporting to Governors will therefore be confirmed at later date.

Item 8. Blinds in KS2 Computer Suite. Site Manager MB has discussed matter with ICT Co-Ordinator and they were thinking of applying sticky opaque window film, to be fitted three-quarters of the way up windows. Nothing has as yet been finalised.

Item 11. Statement of Internal Control signed by Chair of Governors.

4. To review SMIP/SEF/Safeguarding

KG circulated SMIP/SEF to Governors prior to Meeting and CB requested any suggestions from Governors for inclusion, particularly in section 4. Kate Williams is attending local hub meetings to keep us updated on Devon Safeguarding Policies and Practices.

5. To produce forecast for next 3 years including pupil numbers

Copies of Budget previously circulated to Governors. CB advised that 429 children were on role (two new children having started in Year 2 this week) including 74 having started in Reception this September and one who has been allocated a place.

2015/2016 will hopefully have higher numbers on roll as this Year 6 is particularly small and there will again be 75 children in Reception.

6. To review Budget Monitoring Policy

KG circulated Budget Monitoring Policy prior to Meeting this was reviewed by Governors and adopted.

7. To review financial competencies of Governors

Governors and competencies remain the same. Current governors are now, RE, RRe, CQ and CB. It was noted that MB and EWB also have financial competencies.

8. To consider Audit Report

Audit Report was good or better in all areas. Development points have been addressed.

9. Governors Reports

NB met with MB and looked at behaviour, bullying, racism and health and safety. NB will forward report.

CB and RE attended Exeter Learning Trust Meeting today. CB will forward on details of Meeting when received from Chair.

10. To consider any other matter brought forward by Chair

No other matters to discuss.

11. To confirm dates of next meeting

P&C 11th November

Skittle Staff/Governors at Coaver Club 14th November

Staff/Governors Tea 18th November 3.45 – 4.30 p.m. followed by

B&F 18th November at 5.00 p.m.

FGB 25th November

There being no further items to discuss, the meeting closed at 7.12 p.m.

Signed _____ Dated _____