



Markeaton Primary School, Bromley Street, Derby DE22 1HL

**MINUTES
Resources Meeting
Thursday 30 June 2022 at 5.00 pm via Teams**

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
29/22	<p><u>Present and apologies</u></p> <p>Lauren Gascoyne (LG), Laura Martin (LM), Matt Ball, Chair (MB), Ian Johnson, Headteacher (IJ), Claire Connor (CC), Laura Fox-Lee (LFL) joined at 5.25pm.</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence:</u> None received. All present.</p>	
30/22	<p><u>Review of Membership</u></p> <p>LM continues to attend Resources meetings until a new governor is recruited with the skills to join this committee.</p>	
31/22	<p><u>Declaration of Interests</u></p> <p>Governors were asked if they had any interests to declare regarding the content of this meeting. MB informed Governors that he works for CR Civil Engineering, the company which has recently donated towards resurfacing the sports pitch. Nothing further declared.</p>	
32/22	<p><u>Review of minutes from Resources meeting 28 April 2022</u></p> <p>The minutes had been circulated to Governors prior to this meeting.</p> <p>The minutes were accepted by all Governors as a true record of the meeting. They will be virtually signed and dated by the Chair on Governorhub.</p>	Accepted
33/22	<p><u>Matters arising</u></p> <p>20/22 32/21 LM to write a letter to DCC on behalf of the Governors regarding the coping stones issue.</p> <p>After further discussion, the above letter will no longer be required as the coping stone issue is being addressed.</p> <p>No further outstanding items from these minutes.</p>	

34/22	<p><u>Headteacher's Staffing/Personnel Report</u></p> <p>IJ said that there has been only one minor change to staffing. The new Y5 teacher who was to start with Markeaton in September has been able to join the school early. His previous Headteacher has been able to release him early. This is very beneficial to Tim in terms of induction but also valuable to the school as he is able to cover classes where needed.</p>	
35/22	<p><u>Budget Monitoring Report</u></p> <p>The budget monitoring report had been circulated to Governors prior to this meeting. Governors had not previously submitted questions relating to the report and there were no concerns during the meeting. IJ said that the report was relatively straight forward. There is a significant carry forward amount but IJ said that this is as a result of frugal spending over the past 6 years. There is no doubt that there will be opportunity to spend it.</p>	
36/22	<p><u>Policies/Documents for Ratification</u></p> <p>Information Security Policy Several Governors had reviewed the policy and had found there to be quite a few spelling/grammatical errors. However, the content of the policy was deemed acceptable once the errors have been amended. To be sent to Sally Shaw.</p> <p>The policy was unanimously agreed/accepted by Governors.</p> <p>LG asked if there were any audits in school regarding storage. IJ replied that the school subscribes to John Walker's Gold Package Service (the Data Protection Officer) and thought that they undertook an audit. IJ to check.</p>	<p>Agreed</p> <p>IJ</p>
37/22	<p><u>Premises/Health and Safety</u></p> <ul style="list-style-type: none"> • Site Manager/Headteacher reports • YMD Boon Maintenance Priorities <p>The cyclical maintenance checks are now being completed in school. YMD Boon used to source different companies to do the checks but IJ said that Ade and Sally have built up a number of contacts over the years and can actually do the job better. There is general wear and tear and school is currently chasing up the conditions survey. The coping stones need re-installing and there is a structural engineer coming in on 7th July. School was initially going to purchase an alarm for a hearing impaired member of staff at a cost of £9k. However, IJ wants to pursue a better option and will inform Governors at a later date. IJ informed Governors that the LA award £9-10k for maintenance work or small building projects. If the money is not spent and it can be proved that there is no further maintenance work to be done then it can be spent elsewhere. This will then be used to resurface the Muga (multi-use games area). IJ is also getting quotes for a new boiler for Bromley House.</p> <p>Lettings – There is a company called Energiee which has fitness classes on a Thursday evening.</p>	

38/22	<p><u>What have we achieved from this meeting?</u> As there is a generous carry forward amount in the budget this will enable enhancement of indoor/outdoor areas before the children return in September.</p>	
39/22	<p><u>Determination of Confidentiality of business</u> None.</p>	
40/22	<p><u>Dates of next meetings –</u> FGB 14 July 2022 at 5.30pm (in School) <i>All Meeting Dates for 2021-22 on Governorhub</i></p>	

The meeting ended at 5.30 pm

Signed _____ Dated _____