

THE GOVERNING BODY OF HOWARD PARK COMMUNITY SCHOOL

Finance and Premises Committee

Minutes of the meeting of the Finance and Premises Committee held at the School at 5:00 pm on Monday, 4 July 2022.

PRESENT

Mrs V Farrell, Mr G Muir, Mr J Pickles, Ms J Thompson

In Attendance

Mrs A F Jewell (Minute Clerk)

29. ELECTION OF COMMITTEE CHAIR

It was agreed to defer this item until the next Committee meeting after the AGM in September. Ms Thompson took the Chair for the meeting.

30. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies were received from Mrs E Hudson.

There were no declarations of interest.

31. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

The following item was notified to be brought up under any other business:

- School Playground.

32. MINUTES OF THE MEETING HELD ON 30 MARCH 2022

RESOLVED: That the Minutes of the meeting held on 30 March 2022 be approved by the Chair as a correct record.

33. MATTERS ARISING

There were no matters arising.

34. FINANCE REPORT

The reports had been sent to Governors prior to the meeting. The following were noted:

(a) Finance – Budget 2021/22

The final carry forward figure for 2021-2022 was £1623.00, which has been added to the General Resources budget. The contingency remains at £5078 for the forthcoming financial year.

(b) Budget 2022/23

The actual v budget report was circulated to Governors with notes next to each item. Mrs Farrell confirmed that she would be completing virements for any spend which has been incorrectly posted.

(c) Building and Premises

The leaks to the roof over the hall, kitchen and Year 3 have all now been repaired. The leak over the hall caused a considerable amount of damage. Negotiations took place with Asset Management and the Insurers about who would meet the cost of the work that needed to be done to repair the damage. It has now been agreed that the insurance and Asset Management will share the cost of the replacement ceiling tiles, this is because there were ceiling tiles which needed to be replaced that were not due to the leak. The hall floor was also badly damaged. Asset Management have made an informal commitment to cover the cost of a full floor replacement. If this is confirmed, then the work will be paid for out of the Central Capital Fund, this year's allocation has already been committed to projects across the Local Authority, therefore once approval is granted the work will be programmed for completion over the summer holidays of 2023. If the floor becomes a Health and Safety hazard then the project will be addressed sooner.

Q: How does the floor look?

A: It is ok at the moment. They will not find out until they take up the floor what depth the flooring is. The whole floor will need to be replaced as the colour will not match otherwise.

35. HEALTH AND SAFETY

An invacuation will take place on 5 July and a health and safety inspection is planned for 11 July with any issues to be addressed during the summer holiday.

Q: How will people know it is an invacuation compared to a normal fire drill?

A: A bell will be rung three times and this is a bell which is never rung normally.

36. ANY OTHER BUSINESSSchool Playground

The Head Teacher advised that 18 months ago the school had issues with the ramp up to the adventure playground having rotted at the base. Numerous people have been out to inspect this and it had been agreed that a full redevelopment of the area should be undertaken rather than replacing various sections. Only Cathedral Builders have advised that they can complete all the work required. A consultant and Cathedral Builders visited in February to discuss ideas for the redevelopment.

The Head Teacher tabled a plan of the proposed development and spoke to the contents. This involved replacing the grassed area with artificial grass so this can be used all year round, planting more trees and compacting soil, moving the slide and inserting play tunnels beneath the existing play equipment. It was agreed that the Head Teacher would query with the builders regarding the compacted soil and whether this would create any gaps underneath the equipment.

There are also plans to create an indoor cloakroom area in Reception and Nursery as the current cloakrooms are outside.

RESOLVED: That Governors approve the proposed building works.

37. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the date of the next meeting of the Finance and Premises Committee be agreed at the AGM on 14 September

Agenda item – review of fuel increase.

38. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.

The meeting closed at 5:52 pm