

The Genesis Federation



Minutes of the Meeting of the Governing Board

Date and Time:	Thursday, 4 May 2023, 17:00-18:00		
Location:	Teams		
Governors Present:	Andrew Button (AB)	Rose Durban (RD) - Chair	
	Jeff Clements (JC)	Marian Ham (MH)	
	Vicky Dyer (VD)	Chryssie Johnston (CJ)	
	Emma Herbert (EH)	Paul Redstone (PR)	
	Ann-Marie Murphy (AM)	Simon Thurston (ST) – Headteacher	
	Lison Smart (LS) - Headteacher		
Quorum:	7 (50% of the FGB in post)		
Attending:			
Clerk:	Sue Redstone		
Apologies:	Robin Redstull (RR), Revd Teresa Munro (TM).		
Absent:	Revd Dr Owen Edwards (OE), Rhiannon Chillingworth (RC).		

Item	Discussion	Action
1.	<p><u>Welcome, Apologies and Opening Prayer</u></p> <ul style="list-style-type: none"> - The Chair welcomed everyone to the meeting at 17:00. - Apologies were received and accepted from RR, TM. - ST led the opening prayer. 	
2.	<p><u>Minutes of the Last Meeting and Matters Arising</u></p> <ul style="list-style-type: none"> - The minutes of the previous meeting were accepted. - The Educational Psychology service is now available on the webshop. Both schools have accounted for this in their budgets but had been unable to access it until today. <p><u>Actions</u></p> <ol style="list-style-type: none"> 1. Update governor Induction Pack. This has been updated and reviewed by VD, feedback to be incorporated. 2. Distribute skills audit to the FGB members. This has been distributed. Reminder to be sent to those outstanding. Summary to be provided for next FGB. 3. Formal vacancy advert to be submitted to the Diocese. This is dependent on Action 4. 4. Headteachers to meet with potential Governor. Dates have been provided for an initial meeting. 5. Current Instrument of Government to be distributed to the Board. Distributed and saved to GovernorHub. 6. Distribute report on roles to all Governors. Distributed. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>LS/ST</p> <p>Closed</p> <p>Closed</p>

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	<p>7. Send a reminder on the mandatory training required by Governors. Done, clarification under agenda item 4.</p> <p>8. Supply written Safeguarding report and circulate to the Board. Done.</p> <p>9. Investigate if Christian Schools Workers Hasting (CSWH) can come to both schools again this year to run a prayer week. C/F.</p> <p>10. Contact Hastings Foodbank and arrange a visit for the Beckley School Council and Peasmarsch Good Samaritan pupils. Mondays are the preferred day for the Foodbank, but due to the number of bank holidays in May this will be looked at for later in the year.</p> <p>11. Check whether alternative dates for remaining FGB meetings are possible. This was not possible for the remaining two meetings of this academic year, but alternative days will be raised at the next FGB.</p> <p>12. Contact CJ to follow up on links with the Quality of Education. Done.</p> <p>13. Follow up on the roof repairs to Peasmarsch school. Done, the school are working with the LA.</p> <p>14. Provide dates to Headteachers for next visits. 26th May agreed for visit to Peasmarsch.</p> <p>15. Distribute Headteachers report. Done</p> <p>16. Produce list of preferred titles /naming convention for documents and send to PR for review. C/F.</p> <p>17. Set up policy review cycle on GovernorHub. C/F.</p>	<p>Closed</p> <p>Closed</p> <p>RR</p> <p>Closed</p> <p>Closed</p> <p>Closed</p> <p>Closed</p> <p>Closed</p> <p>Closed</p> <p>Clerk</p> <p>Clerk</p>
<p>3.</p>	<p><u>Declaration of Business Interests</u></p> <ul style="list-style-type: none"> - There were no updates to the Declaration of Business Interests. 	
<p>4.</p>	<p><u>Board Membership Matters</u></p> <ul style="list-style-type: none"> - <u>Training</u>: The Chair provided some feedback on discussions about the best way to keep training up to date, as it is checked by Ofsted. Most of the annual training relates to safeguarding and is based on Keeping Children Safe in Education (KCSiE). KCSiE is updated annually and published in late August. For Governors, the key is knowing where to go and who can deal with concerns. - Access to IT has been difficult, any thoughts on how to make it better for September would be much appreciated. Problems should be raised with JC/RD. - Concern was raised that a list of training was distributed by the Clerk, then a different list was sent from Governor Services. Having appraised both sets of training, JC felt that the Educare training was more succinct. The list of training required is therefore: <ul style="list-style-type: none"> o KCSiE Part 1 Questionnaire – annually, in September o Child Protection Refresher – annually, in September o Prevent – every 2 years. 	

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	<ul style="list-style-type: none"> - ST highlighted that Educare is used throughout the school for staff training and that most find it useful to print out the notes for the course. - Governors were reminded to download certificates and send to the Clerk, who will log them on GovernorHub. - <u>Succession Planning</u>: update provided under action 4. 	
5.	<p><u>Finance</u></p> <ul style="list-style-type: none"> - <u>Beckley</u>: AB outlined what the school budget consists of. The budget share is the base amount of money provided to schools and is dependent on the number of children on roll. Additional money is received in grants, there is also some carry forward from previous years. The school are required to submit a 3-year budget. - 92% of the budget share is spent on staff. The increase in budget share is due to an increase in pupil numbers. - AB highlighted the following key changes from last year: <ul style="list-style-type: none"> o One FTE will reduce to 4 days per week, enabling the Headteacher to increase back to full-time from September. o A large increase in electricity costs has been budgeted for: 50% increase from last year. The remaining budget is mostly as last year, with inflation factored in. The cost of school meals has increased. o Grants (including Pupil Premium) have reduced slightly, due to a reduction from the Government. - The main unknown is the pay award. - A small surplus is predicted at the end of Year 1. Year 2/3 carries this forward and adds inflation. Slight deficit in Year 3 – most schools are predicting to be in deficit year 2/3. - Main concerns: Pupil numbers remain fluid. Electricity costs are significant. A recent Energy Efficiency Workshop highlighted no obvious actions to generate savings. The school cannot install additional loft insulation due to bats. - School meals: the Universal Infant Free School Meals (UIFSM) grant is insufficient to cover the cost for all R, Y1, Y2 children. There is a shortfall of £4k which is funded by the school. - Funding for the pay award will be a challenge. - Governor Question: Why has the mid-day supervision cost been reduced? - ST: This has been subsumed into the TA cost. - Governor Question: As the Ed Psych team are now available, will this require a budget adjustment? - ST: This has already been included. - Governor Question: Investment in IT has reduced, is this a concern that we are not providing what is needed to staff and children? - ST: The school usually operate a rolling programme of upgrading and replacing IT equipment. However, this was paused due to the pandemic and falling roll. Some capital funding will be used to replace hardware (this cannot be used for software). Hardware is sourced through Schools ICT. Although the cost per unit is high, it includes support which is valuable. - <u>Peasmarsh</u>: The budget share figure is lower due to fewer pupils. Currently assuming 68 pupils in Year 1, then 66 for the next 2 years. The budget has a large carry forward 	

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	<p>which provides a buffer for the longer term.</p> <ul style="list-style-type: none"> - Staff costs are 107% of budget share. - AB highlighted the following key changes from last year: <ul style="list-style-type: none"> o Building improvement and maintenance costs have reduced due to a recent spend on maintenance. o Electricity costs have not been increased by the recommended 50% due to the solar installation. Inflation has been factored in. Peasmarsch face a similar issue with the grant for UIFSM being insufficient to cover the cost. o Other income has reduced, again due reduction in pupil numbers. - The carry forward at the end of Year 1 will be reduced, with a forecast deficit at the end of Year 2 and Year 3. - ESCC are supportive of the approach and recognise that the school is in a better position than many other local schools. - Any structural changes will be looked at post-October, as the school are dependent on the October census for numbers for the Year 2 budget. - Any requirement for an Individual Needs Assistance (INA) has a significant impact on the budget. <p>Decision: The Governing Board agreed the 1-year revenue budget plan for Beckley in the sum of £535,889 and the 3-year plan up to 2025/26.</p> <p>Decision: The Governing Board agreed the 1-year revenue budget plan for Peasmarsch in the sum of £642,450 and the 3-year plan up to 2025/26.</p> <p>The Board recognised the hard work of the both the Bursars and the Headteachers, in ensuring that the schools have a viable budget.</p>							
6.	<p><u>AOB</u></p> <ul style="list-style-type: none"> - None. 							
7.	<p><u>Date of Next Meeting</u></p> <table border="1" data-bbox="236 1417 1294 1534"> <thead> <tr> <th data-bbox="236 1417 531 1458">Date</th> <th data-bbox="531 1417 1027 1458">Event</th> <th data-bbox="1027 1417 1294 1458">Location</th> </tr> </thead> <tbody> <tr> <td data-bbox="236 1458 531 1534">Thurs 6 July 17:00-19:00</td> <td data-bbox="531 1458 1027 1534">FGB</td> <td data-bbox="1027 1458 1294 1534">Beckley CE School</td> </tr> </tbody> </table> <p>The meeting closed at 6:10pm.</p>	Date	Event	Location	Thurs 6 July 17:00-19:00	FGB	Beckley CE School	
Date	Event	Location						
Thurs 6 July 17:00-19:00	FGB	Beckley CE School						
	<p><u>New Actions</u></p> <ol style="list-style-type: none"> 1. No new actions. 	<p><u>Due Date</u></p>						