



MINUTES

An extraordinary meeting of the Local Governing Board to approve the budget, held on Thursday 1st July 2021 at 4pm online via Zoom
Local Governing Board meetings are closed to the public

Governors present	Initials	Category
Wendy Ainsworth	WA	Principal
Tom Godwin	TG	Co-opted (Chair)
Jon Tilbury	JT	Co-opted (Vice-chair)
Avril Walker	AW	Staff (Support)
Bernie Guthrie	BG	Co-opted
Emma Cox-Symonds	EC	Co-opted
Steve Squires	SS	Co-opted
Governor apologies accepted	Reason for absence and category of governor	
Christiaan Stirling	CS	Parent
Mike Baker	MB	Co-opted
Charles Pitman	CP	Parent
Governors with responsibilities	Responsibility	
Jon Tilbury	Safeguarding / PP / SEND / CiC / LAC	
Charles Pitman	Deputy Safeguarding / PP / SEND	
Avril Walker	Staff Wellbeing	
Christiaan Stirling	Parent/Community Engagement	
Tom Godwin	GDPR	
Stephen Squires	Finance, H&S	
Emma Cox-Symonds	Attendance	
Mike Baker	Teaching & Learning/Curriculum	
Bernie Guthrie	Wellbeing across the school community/Careers Link	
In attendance	Role	
Julia Stoneman	Clerk to the Governors	
Chris Hayter	Head of Finance and Business	
Key: SDP – School Development Plan; SEND Special Educational Needs and Disability; CP Child Protection; CIN Child in Need; CIC Children in Care; SEF Self-evaluation Form; PP Pupil Premium; KCSIE Keeping Children Safe in Education		
In order to evidence that governors are providing challenge to leaders in the school, these questions are highlighted in the minutes		

1.	Apologies for absence Apologies were received and accepted from	
2.	Declarations of interest and confidentiality reminder There were no additional declarations of interest.	
3.	Budget approval Governors confirmed that they had received and read the draft budget, which had been previously circulated. CH went through the budget and invited governors to ask questions. From this: a. CH explained that the proposed budget is a deficit budget of £130k. The Trust have agreed to the deficit. Whilst the pupil:teacher ratios have improved to DfE target levels, the biggest on-going concern is the pupil numbers. b. Governors discussed the drop in pupil numbers. A governor asked what is being done to address this. WA explained that an extended leader on student improvement has been appointed. Staff have been into the primary schools to deliver catch-up on maths and English lessons. A lot of work has been going on to re-establish the links. Open mornings have been planned for each primary school. Initial numbers for Post 16 were 24 but have now increased to 54 thanks to the hard work of Lydia Atkins.	



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	<p>c. Catering delivered a deficit of £46k in 2019/20, as this was hit hard by Covid. The formal forecast at P07 Mar-21 was a deficit of £70k; however, with higher attendance offset by 15% higher food costs, the out-turn for 2020/21 is likely to be closer to £40k. A conservative scenario has been assumed for the 2021/22 budget and, with price rises and a more efficient operation, it is hoped to generate a net £4k.</p> <p>d. A governor asked whether catering is likely to make a profit to counteract this when it is up and running properly. CH explained that the planned increases in food margins would only increase sales revenues by around £10k, however they would be looking at every line. It is difficult to project accurately, as experience in recent years has not been representative of 'normal' college life.</p> <p>e. Governors approved the budget in principle.</p>	
	<p>Date of next meeting:- Thursday 8th July at 4pm online via Zoom</p>	