

Minutes of an Extra-Ordinary Meeting of Governors of Queen Elizabeth Grammar School, Penrith, held on Monday 25th July 2022 at 5.30pm via Zoom

Present

Miss R McMann (Clerk)
Dr J Jenkins (CoG)
Mr M Worrall (CoG)
Mr G Miller (P)
Mr N Ruddick (P)

Mr C Hansford (GbS)
Mrs T Boving-Foster (P) (Chair)
Mr P Airey (CoG)

Governors in attendance: 7

Quorum per article 114 – 6 Governors
(one half of the governors holding office rounded up to the nearest whole number)

1. Apologies for Absence

As this meeting is outside of term time, there were apologies for absence from Mr Buckland, Ms Mills, Mr Ray and Mr Worth.

2. Declarations of Interest

There were no declarations of interest in agenda items.

3. Management Accounts May 2022

Mrs Scott was pleased to report that these are a healthy, clean set of accounts which were circulated prior to the meeting. There were two adjustments to make Governors aware of: the devolved capital will be spent on improving the IT structure and there is an extra £35,000 added into the gas and electricity to reflect the high rise in costs. With regards to the latter, Mrs Scott felt she may be being over prudent so there be some money which comes back. Overall, this means that whilst there is still a predicted surplus, it is now at £165,000.

As the budget was done prior to these Management Accounts, Mr Airey asked that the budget be amended to reflect that the surplus is amended from £196,000 to £165,000 and it was agreed that it would be.

4. Three Year Budget

Mrs Scott went through each section of the previously circulated budget in detail. Some of the main points / rationale were as follows:

- It was noted that this is the last year for growth in student numbers. It is expected that there will 800 children in main school and 260 – 265 in the Sixth Form.

- Lettings are a good way of bringing in income but school expansion means that the space is needed more. Additionally, Mrs Scott made Governors aware that currently the budget does not include an increase in fees but this is scheduled to be reviewed at the next Finance and Pay meeting.
- Changes in SLT means that the salary cost has gone down a sizeable amount and it is anticipated that the composition of the team will remain.
- Predicted progressions for staff are included in the budget.
- It is difficult to budget for recruitment costs. TES subscription is expensive at £10,000 per annum and there may well be a decision to make on this.
- Maintenance budget is pro-active and does not cover any big jobs.
- A purchase order for toilets at £17,000 is reflected in the budget though there has been some discussion as whether this is needed.
- Utilities budget has been increased by 50% - this is an unknown but this in as a prudent starting point.
- Exam fees has been increased in budget in line with student growth
- With regards to systems the school subscribes too, have gone like-for-like and have not second guessed the outcome of the MAT situation at this stage.

Questions and comments were as follows:

- *With regards to the toilets, is there potential to direct students as per demand (PA)?* This was done as part of Covid and some of this has stayed the same. However, there are issues at breaktimes.
- Very sensible move with regards to the utility budget (MW).
- *Is the insurance cover the best deal (PA)?* Yes it is deemed to be the best cover as it is underwritten by the Government.

Subject to the amendment as per item three, the Governors unanimously agreed to adopt the three year budget. Mrs Scott will submit this to the EFSA.

The meeting closed at 6.25pm.