

**THE GOVERNING BODY OF FLOCKTON CE (C) SCHOOL**  
**SAFETY and RESOURCES COMMITTEE**

Minutes of the meeting of the Resources Committee held at 6.30 pm remotely via Microsoft Teams on Monday, 27 June 2022.

PRESENT

Ms J Lavery (Chair), Mrs E Bulmer, Mrs E Johnson, Mrs S Latham, Mr R Michael

IN ATTENDANCE

Mr G Dawkins (Minute Clerk)

<u>Item</u>	Minutes	Action
<b>65. Apologies for Absence and Declarations of Interest</b>	There were no apologies for absence or any declarations of interest.  <b>Action 1:</b> Mr Michael is to speak to Rev Keating as to whether she wishes to continue to be on this committee.	<b>Mr Michael</b>
<b>66. Minutes of the Meeting held on 9th May 2022</b>	<b>RESOLVED:</b> That the minutes of the Safety and Resources Committee meeting held on 9th May 2022 be approved and signed by the Chair as a correct record.	<b>Chair</b>
<b>67. Matters Arising</b>	The following Matters Arising were reported:  (a) <u>School Signage – (Minutes 43(a) and 56(a) refers)</u>  The Headteacher reported that the school signage scheme is ongoing but has been put back to September due to work on the budget. The “Welcome” sign by the car park needs to be checked to see if it will fit on the existing posts or if new ones are needed.  <b>Q1:- Are there going to be any signs on the new door?</b> <b>A1:-</b> Nothing is planned at the moment.	

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	<p>(b) <u>Wrap around Care – (Minute 48 and 56(b) refers)</u></p> <p>One application has been received for the Activities Support Assistant for Wrap around Care from someone who is an SEN Lunchtime Supervisor and is looking for more hours. The post was advertised to 5.30pm and the applicant will be called for an interview next week.</p> <p><b>Q2:- Is there a time frame for the post to be filled?</b>  <b>A2:-</b> If the applicant is suitable the post will be filled as soon as.</p> <p><b>Q3:- Will the current cover arrangements continue in September if the post is not filled?</b>  <b>A3:-</b> Yes.</p> <p>Parents will be informed of the Wrap around Care arrangements as soon as possible.</p> <p>(c) <u>Parking – (Minute 50(g)(i) and 56(d) refers)</u></p> <p>The Headteacher reported that an email had been received back from the Club and that any representatives from the school would be welcome to attend the next meeting of the Club Committee on 11 July and feedback from that meeting will be requested.</p> <p>(d) <u>Accessibility – (Minute 50(g)(ii) and 56(e) refers)</u></p> <p>This related to Q20 of Minute 50(g)(ii) where Mr Michael said he would investigate whether there were any charities that the school could work with as regards accessibility.</p> <p>This action is outstanding.</p> <p><b>Action 2:</b> Mr Michael is to investigate whether there were any charities that the school could work with as regards accessibility.</p>	<b>Mr Michael</b>
<b>68. Financial Management and Monitoring</b>	(a) <u>Termly Budget Review</u>	

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	<p>The Governor Budget Monitoring Report Period 2 May 2022 was shared with Governors prior to the meeting and the following was noted:</p> <ul style="list-style-type: none"> <li>• It is early in the year and there are few changes.</li> <li>• £761.25 has been received under Covid Recovery.</li> <li>• Monies paid out for Free School Meal Vouchers has been repaid.</li> <li>• Cliffe House Residential – expenditure cancelled out by Parental Contributions.</li> <li>• Sports Premium is to continue for another Academic Year, so we are looking at how best to use this such as a Movement Group, lunchtime activities and associated staffing.</li> </ul> <p><b>Q4:- Can Sports Premium be used for equipment?</b>  <b>A4:-</b> Yes, as long as it is for getting children fit / physical sports.</p> <p><b>Q5:- Can it be used on the playground?</b>  <b>A5:-</b> Yes, for sports markings and equipment.</p> <p><b>Action 3:</b> The condition of the playground markings is to be checked.</p> <p><b>Q6:- Can it be used for sports clothing?</b>  <b>A6:-</b> Yes</p> <p><b>Q7:- Can Sports Premium be used for equipment for the School field?</b>  <b>A7:- This may be a bit tricky because members of the public access the school field out of hours.</b></p> <ul style="list-style-type: none"> <li>• It was noted that Huddersfield Giants have been into school in the past and other companies are coming in to take sports sessions.</li> <li>• The Richard Carter Trust have helped fund the refurbishment of the school and planned works to the KS2 boys’ toilets. Governors expressed their thanks to Mr Michael who reported that the Richard Carter Trust have asked for a new member to join the charity. The Trustees meet once a year currently to decide how funds are used to maintain the School and the Church. This position is open to anyone in school or a Governor.</li> </ul>	<p><b>Mrs Latham</b></p>

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<b>69. Examination of Fire Evacuation Report and Accident Report Books</b>	<p>(i) <u>Fire Evacuation Report</u></p> <p>It was noted that the Fire Evacuation Report has not been done this term due to waiting for the new Reception doors.</p> <p><b>Action 4:</b> The Fire Evacuation Report is to be done in September.</p> <p>(ii) <u>Accident Report</u></p> <p>The Accident Report was presented to the meeting, and it was noted that “head injuries” are also included in “bumps” so overall the number of incidents were slightly lower than last term but generally following a similar pattern.</p> <p>With bumps on the head a slip is sent home and a First Aid check is undertaken.</p> <p>Since the new carpets and white strips have been down there have been no falls up or down the steps. This was a daily occurrence before.</p> <p>A slight increase in nose bleeds was noted which has been put down to the warmer weather.</p> <p><b>Q8:- Are there any serious allergies?</b>  <b>A8:-</b> No.</p>	<b>Headteacher</b>
<b>70. Premises Update</b>	<p>The new Reception Doors were finally installed on Saturday and rewired today. Kirklees have been in as the installation was more complicated than expected. It looks very smart, clean, and double glazed.</p> <p>It was noted that a neighbour behind school has put up a big fence which is being investigated by Asset Management both due to its size and location as it is attached to the School’s railings.</p>	
<b>71. Review of Policies</b>	<p>(i) <u>Learning in the Outdoors Policy</u></p> <p>This policy has yet to be done and will be moved to September. It was noted that this is not a statutory policy.</p>	

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	<p><b>Action 5:</b> The Headteacher and Mrs Morris are to progress this policy.</p> <p>(ii) <u>Scheme for Request of Expenses &amp; Allowances for Governors &amp; Associate Members</u></p> <p>It was noted that there are no significant changes with this policy.</p> <p><b>RESOLVED:</b> That the Scheme for Request of Expenses &amp; Allowances for Governors &amp; Associate Members be approved.</p> <p>(iii) <u>Safer Recruitment Policy</u></p> <p>This an LA policy and has been generated from the LA's documents.</p> <p><b>RESOLVED:</b> That the Safer Recruitment Policy be approved.</p> <p>(iv) <u>GDPR &amp; Freedom of Information – 2022</u></p> <p>It was noted that the only change is in the Freedom of Information Publication Scheme where costs for providing paper copies have been amended to reflect the cost of current copying charges.</p> <p>It was also noted that under the current Government review of GDPR things may change in the future.</p> <p><b>RESOLVED:</b> That the GDPR &amp; Freedom of Information-2022 be approved.</p>	<p><b>Headteacher / Mrs Morris</b></p>
<p><b>72. Any Other Business</b></p>	<p>(i) <u>SIAMS Review</u></p> <p>The Headteacher presented a map diagram to show how the Vision Statement drives what the Safety &amp; Resources Committee does. Everything that is done in school has to be driven by the Vision Statement – Rooted in the Community, Branching Into The Future, Walking Together in the Light of the Lord.</p>	

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	<p>The map diagram in the first instance is based on the Terms of Reference document and can be applied to all aspects of school life.</p> <p>It was noted that everyone in school needs to verbalise how what happens in school is underpinned by the Vision Statement.</p> <p>SIAMS had a positive impact and highlighted actions for the school going forward.</p> <p>The Vision has to drive policies.</p> <p>It was suggested that meetings should start by considering how the Vision Statement will guide the focus of the meeting.</p> <p>(ii) <u>Large Tree on Church Grounds next to Branching Out Room</u></p> <p><b>Q9:- Is there any mention of the large tree next to the Branching Out Room above the Church wall in the School's Risk Assessments as it is leaning towards the school?</b></p> <p><b>A9:-</b> It is not on any school Risk Assessment though all trees on school's ground are and have been checked. It is not known if it is on a Church Risk Assessment or whether it has been checked.</p> <p><b>Action 6:</b> The tree will be checked and if there is any concern this will be raised with the Church.</p>	Mrs Latham
<b>73. Dates of Future Meetings and possible Agenda Items</b>	<b>RESOLVED:</b> That future meetings of the Safety and Resources Committee are to be advised.	
<b>74. Agenda, Minutes and Related Papers – School Copy</b>	<b>RESOLVED:</b> That no part of the agenda, Minutes or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.	

The Chair closed the meeting at 7.40pm.

*Rooted in the community. Branching into the future. Walking Together in the Light of the Lord.*