

Excerpts from the Minutes of Resources Committee meeting held on 10th November 2022

If you would like a copy of the complete Minutes of this meeting please ask for one at the office

PRESENT:	APOLOGIES:
Sarah Dunwell	Tom Lloyd - Chair
Greg Potter	
Peter Whelan	
Nicola Sheerin	
John Barker (Clerk)	

1.00	Apologies For Absence & Membership Matters	Actions
1.01	TL absent – the meeting remained quorate.	JB update the attendance register
2.00	Declaration Of Interest	
2.01	GP completed his declaration form as he was absent from the Full GB in September.	JB update records
3.00	Any Other Urgent Business	
	None	
4.00	Minutes Of Last Meeting & Matters Arising	
5.00		
	<u>Items that have been resolved</u>	
1.01	TL did not attend – the meeting remained quorate.	JB update attendance summary RESOLVED
10.01	It was agreed that GP would contact JB to arrange a date to complete the annual H&S audit – previous audit completed 28.03.21.	GP/JB arrange a date for the H&S audit RESOLVED
9.02	The following policies required review & approval from governors: >Staff Disciplinary policy >Staff Grievance Policy	JB update the policies on the school website, network & office files RESOLVED
10.01	NS informed governors that due to the ongoing SEN needs identified throughout school but particularly in KS1 she would like to recruit the following staff to start in September: >Teaching Assistants x 2 – temporary to August 2023 >LW (Y3) is looking for another job and it is likely that we will need to replace her in the short to medium term – this would be a permanent position as the intention had been to make both LT (Y1) and LW (Y3) permanent following a review of the school budget. Governors agreed to the recruitment as highlighted by NS.	NS/JB proceed with the recruitment process for 2x Teaching Assistants RESOLVED
11.01	GP to book in a Health & Safety audit for Summer H2. JB advised governors that the following projects would need to take place during the summer holidays: >Replacement of emergency lights that failed the 3 hour test last year. Electrical work has been booked for week commencing 15 th August. >Replacement of both ovens in the kitchen – existing ovens are now obsolete and replacement parts can no longer be obtained. YPO Procurement Team have been used to source ovens and Denby Catering have provided the most competitive quote at £11,233.	GP contact JB to agree a date to visit school RESOLVED JB confirm date for electrical work with Parkside RESOLVED