



ST ALBAN'S CATHOLIC PRIMARY SCHOOL

Love one another as I have loved you

MINUTES OF THE VIRTUAL MEETING OF THE ASSETS COMMITTEE

19 JUNE 2023 at 1700 hours

PARTICIPANTS

John McDonald [Headteacher]

Peter Matthews [Chair]

Carmen Davies

Colette Haig

Apologies:

Kevin Doogan, Lorraine Adamson, Brigit Gribbin.

In attendance:

Sue Ashley, LMS Manager/Head of Bursary Service
[item 2]

Eileen Coyle, Clerk to Governors.

PETER MATTHEWS IN THE CHAIR

In opening the meeting, the Chair invited those present to join in a prayer to St Alban.

1 PRELIMINARIES

1.1 WELCOME/QUORUM. The Chair welcomed everyone to the Summer term meeting of the Assets Committee.

He confirmed that the quorum requirement of three members of the Committee, including the Headteacher, had been met.

1.2 APOLOGIES FOR ABSENCE: Apologies were received from Kevin Doogan, Lorraine Adamson and Brigit Gribbin.

1.3 DECLARATIONS OF INTEREST: The Headteacher declared that he is a Governor at St Mary's Catholic College. No further declarations were received.

2 FINANCIAL ASPECTS

2.1 BUDGET OUTTURN 2022/23

The LMS Manager showed a screen shot of the school's delegated budget. She directed the Committee to the summary at the end of the report, and specifically to the outturn for the 2022/23 financial year.

The data showed that in 2022/23, the school held £290,150 in reserve. This amount had reduced to £145,351 in order to set a balanced budget for 2023/24; thus creating a predicted CREDIT of £48,248 in 2025/26, an amount that would enable a balanced budget to be created in 2024/25. The calculations showed that an estimated DEFICIT of £127,529 would be created in 2025/26, increasing to a DEFICIT of £390,954 in 2026/27.

	2022/23			2023/24.			
Delegated Budget C/F	-352,433	-354,433	0	-226,889	2024/25	2025/26	2026/27
LMS Reserve	290,150	-	-£290,150	£145,351	£145,351 - 48,249 CREDIT	48,249 127,529 DEFICIT	127,529 390,954 DEFICIT

2.2 BUDGET SETTING 2023/24: The LMS Manager's commentary is appended.

In concluding her presentation, the LMS Manager emphasised that any decisions that can be made to reduce the in-year deficit would be really helpful. She invited questions. None were received.

The Chair thanked the LMS Manager for a very comprehensive budget report and commentary.

The LMS Manager withdrew.

3 SCHOOLS FINANCIAL VALUES STATEMENT [SFVS]

The Headteacher confirmed that the SFVS return, which had been considered in draft at the meeting of the Assets Committee in February 2023, had been finalised and submitted to the LA by the due date, 31 March 2023.

4 BUILDING MAINTENANCE

The Headteacher advised the Diocese had approved expenditure of about £40,000 for work on the flat roof. The work has been scheduled for two weeks in the summer break. . Budgetary provision of £4,000 had been made for 10% Governors' liability.

The hall floor has been replaced at a cost of around £43,000.

5 STAFFING CHANGES

The Headteacher reported that two teachers had resigned. Replacements have been appointed from September when there will be a full complement of staff.

There being no further business, the Chair thanked everyone and closed the meeting of the Assets Committee at 1755 hours.

**I CERTIFY THAT THE ABOVE MINUTES ARE A TRUE ACCOUNT OF THE
MEETING OF THE ASSETS COMMITTEE ON 19 JUNE 2023.**

CHAIR

DATE

BUDGET REVIEW AT PERIOD 122

KEY FINDINGS

LMS MANAGER'S OBSERVATIONS ON VARIATIONS TO BUDGET

INCOME

DfE grants

UIFSM: Budget: £38,787 based on 2022/23. Similar to last year. 126 children

Sports Grant: £19,170 estimate for 2023/24, reducing for the three years to 2026/27, due to falling rolls. Based on academic, not financial year. Confirmation received will be available next year. Grant and expenditure built in going forward.

Recovery grant: £18,125. This is Covid related. Confirmation received £9,062 will be available to August 2024.

School Led tutoring: Budget £19,116 – to August 2025. In 2022/23, funded 60% DfE, 40% school. Confirmation received in 2023/24 will be funded 25% DfE, 75% school.

Pupil Premium: £190,525, based on updated 2023/24 rates. 116 free school meals [deprivation], 4 service, 5 post-Lac, 3 LAC. 33% FSM assumed going forward, reducing to £117,155 in 2025/26.

Child Meals: £20,000 – kept same as last year. Edsential have increased price of a meal significantly [£2.70] from September 2023, to reflect rising food prices.

Fees – before and after school club: Increased from £30,000 to £40,000 to meet additional staffing costs.

SEN Resources Units - for children with EHCPs etc. Budget increased from £47,324 to £59,223, based on current data.

Supplementary Grant MSAG. Grant £58,750 confirmed for 2023/24. Budget increased from £50,311. Allocated based on the 2022 Autumn statement. Will be incorporated into the formula budget in 2024/25.

SCHOOL BUDGET SHARE:

£1,686,249 based on intake of 32 in Reception.

Reduces to £1,627,731 in 2024/25; £1,542,431 in 2025/26, and £1,461,396 in 2026/27.

In October 2022, pupil numbers were 353. A large number will be going out, and a smaller number will be coming in, giving an overall drop of 24 children. The budget has been inflated by 2.2% additional funding in 2024/25.

The projected numbers going forward are 353: 355: 329: 309: 290.

The Headteacher commented that the low birth rate in recent years has resulted in falling rolls in schools in Wirral. The budget has been adjusted to allow for these changes.

The LMS manager advised the Committee that a maximum of 30 children can be admitted into Reception. Two classes [teachers] are needed if the number exceeds 30.

EXPENDITURE

Employee Expenditure. Pay Awards:

Teachers: 5%, plus £1,000 lump sum. 3% in 2024/25. Provisional

Support staff: Admin. TAs, family support worker, caretaker, cleaners, mid day assistants: £1,925 lump sum [fte] 2023/24, plus 3% in 2024/25.

Total Employee costs:

2022/23. Budget £1,639,005; Spend £1,780,280; Difference £141,275.

2023/24 Budget £1,767,278

2024/25. Budget £1,665,751

2025/26. Budget £1,626,974

2026/27. Budget £1,622,236

Some TAs' contracts are coming to an end. The costs increase going forward due to the pay award. Cost of fixed term contracts reduced this year but will increase next year by people moving up the scales.

Family support worker: Cost was lower last year; need to keep an eye on that.

The Headteacher explained that the person in post changed her role in February last year.

Premises:

The headings for Repair & Maintenance and Pre-planned Maintenance have been combined.

10% Governors' liability has been built in to the budget, as has the additional cost of the energy efficiency grant paid last year.

An increase in Utilities has been built in, ie

Electricity. Spend 2022/23. £27,049. 2023/24. £40,457, based on information from the LA'S Utilities team, who provide estimates that relate to last year's usage and the new rate.

Gas: Spend 2022/23 - £13,977: 2023/24. - £28,373 = 103.29% increase.

Water: £7,875. Underspend 2022/23. 7% increase built in.

Travel and Subsistence: Increased from £50 to £250 to reflect £270 spend in 2022/23.

Transport. Three budget headings removed, ie petrol, fleet/plant hire charges and car mileage.

Supplies & Services: Budget similar to last year. Spend to be reviewed on ongoing basis on – Equipment, classroom supplies; library and reference books; computer hardware; licences – Admin; external provider meals; professional fees – pupils; external instructor fees [sports grant]; subscriptions and memberships.

The Headteacher has acknowledged that he will have to work really hard to stay within those limits.

The budget was set using £81,000 of the carry forward, which will leave a credit of £145,352. That is a comfortable carry forward, but there is a need to watch the impact of falling rolls, and large groups going out and smaller groups coming in. .

Fixed term TAs and teachers have already been reduced.

If nothing is done, the school will continue to spend more money than it is getting in. Falling rolls means income will go down, and expenditure will stay at the same level.

The good news is that currently, if no changes are made next year, it will still be possible to set next year's budget, although it will be a much 'tighter' budget. There is still some time to consider how those changes can be made. The budget looks dire in the third year, but there is some time to consider how to manage going forward and how those changes are made.

THE HEADTEACHER'S OBSERVATIONS ON PROJECTIONS

The Headteacher stated that the school wants to get into a situation where it is only spending what it has, rather than looking at the carry forward. It's about managing the falling rolls and the large numbers going out. It's less painful than going down the redundancy route.