

MINUTES OF MEETING



**Nottinghamshire
County Council**

School: Hillocks Primary School
Meeting title: Finance and General Purposes Committee
Date and time: Tuesday, 19th December, 2016, - 4.00pm
Location: At the school

Membership
'A' denotes absence

Mrs M F Young (chair)
Mr M Gillott
Ms C Gibbon
Mrs J Hautenne
Ms L Regan (head teacher)

DISPLAY COPY

In attendance Mrs Cathy Andrews (clerk to the governors)

Action

FGP/01/16 Apologies for absence

There were no apologies for absence.

FGP/02/16 Declarations of Interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

FGP/03/16 Minutes of the previous meeting

The minutes of the previous meeting dated 16th May, 2016, had been circulated and approved at the last full governing body meeting.

Matters arising

There were no matters arising.

FGP/04/16 Budget

A summary budget sheet was circulated at the meeting, showing the financial total to date and predicted carry forward figure.

(See confidential items)

FGP/05/16 Private School Fund

A copy of the audited School Fund account was circulated at the meeting.

The head teacher stated that the money in the school fund was quite low as a lot of the money was placed into the PTA account.

After discussion the head teacher was asked to check out much the PTA could have in their account before they had to have a registered account.

h/t

The committee approved the Private School Fund and the balance sheet was signed and dated by the chair of the committee.

FGP/06/16 Governor Feedback

There was nothing to report at the meeting.

FGP/07/16 Policies

The head teacher referred to the Appraisal Policy that had been updated and circulated to governors. Governors' attention was drawn to the back pages of the policy highlighting all the paperwork that was used for staff appraisals.

The chair asked if all the appraisals had been completed.

The head teacher stated that appraisals were ongoing; she had not included a copy of the review sheet but would email a copy to the chair.

h/t

The head teacher discussed the appraisal process with the committee.

The appraisal policy was approved by the committee.

FGP/08/16 AOB

Salary Review

The head teacher referred to the Salary Review which had been discussed and agreed at a previous meeting.

The chair of the committee signed the Salary Review sheet.

Citizens UK

Governors were informed that Citizens UK was an organisation that worked in partnership improving the local environment. Several schools were involved and Parents and pupils and would also be involved with the organisation. The school had been involved with Citizens UK over the last year but so far had not paid anything to join the partnership. Governors' were informed that the cost would be £1,250.00.

Training was also provided and the cost of this was included.

After discussion and the impact this would have on the budget the committee approved the request.

FGP/09/16 HMI

See confidential items

FGP/10/16 Determination of confidentiality of business

It was

resolved

that all papers and reports be made available as necessary, apart from the budget and HMI report.

FGP/11/16 Date of next meeting

13th March, 2017 – 4.00pm

The meeting closed at 5.00 pm.

Signed Mr A. Young.....(chair) Date 13/3/17.....

CA/sk

