



Winterbourne Nursery & Infant School

Minutes of the Governing Board (Budget) Meeting of Winterbourne Nursery & Infant School

held via Zoom on
Wednesday 3 May 2023 at 6.00pm

Members present:

Ms Patricia Salami (PS) Co-opted Governor (Chair)
Ms Petra Wigzell (PW), Headteacher
Mr Graham Cluer (GC), Co-opted Governor
Mr Paul Walker (PW), Co-opted Governor
Mr Michael Swadling (MS), Co-opted Governor (Joint Vice Chair)
Ms Jenny Bravey (JB), Staff Governor
Mr Robert Ward (RW), Co-opted Governor

In attendance:

Ms Mel Brown, (Clerk)
Edwin Alugbue,, School Business Manager

1. Welcome / Apologies for Absence

The Chair welcomed everyone. No apologies were received.

2. Quorum

The meeting was quorate.

3. Declarations of Interest

There were no declarations of interest.

4. 2023/24 Budget

The headteacher introduced the report and advised the previously scheduled meeting had been delayed was because a number of queries had been raised with the Local Authority. At the time the October census took place there were 299 children on roll, however shortly afterwards, the school was allocated an additional 28 children. The Local Authority agreed to resubmit the school's census, but did not provide confirmation this had been done, which resulted in a discrepancy relating to the additional 28 children.

Currently, the school has 345 children, however the budget is based on 299 children, which is why it looks challenging. The school will not feel the full financial benefit of having more children until the following financial year, as all figures are based on the October 2022 census. PW advised that the school was trying to see if any extra money could be allocated given the number of additional children compared with the number

in October 2022. PW reminded governors that Early Years Funding for nursery children is separate, and the school is awaiting the decision which was hoped would mean some additional funding.

EA presented the report and outlined the financial challenges the school in 2023/24 which included the impact of the teachers' pay award.

The Chair invited questions and MS asked if there are any Q4 numbers yet for 2022/23. And was advised that these figures had not yet been confirmed, so the school are using the projected figures. MS asked further about line B01, which shows a minus-£30,000 figure, which seemed to indicate that the school is bringing forward a £30,000 deficit. EA agreed to review.

MS noted that the £16,000 stated in E03 looked like capital which made sense as looking at the revenue income for 2023/24 and expenditure at £2.4m, the difference between these two figures was £73,000, so taking off the brought forward deficit of £30,000, the school will be left at the end of the next financial year with a revenue surplus of £43,190, plus whatever received for Nursery.

MS asked about the £16,000 of capital which was being brought forward; the school is planning to spend £0, which left £24,000 at year-end (with £8,000 coming in). MS also asked about a budget line called "Community Funds" where there was no income coming. EA agreed to investigate.

MS noted that the figures overall are good, despite the forecast year-end deficit, mostly because there is a £73,800 in-year revenue surplus (2.9% of the budget), and additional income is expected. Governors noted that the school was in a better placed than many schools in Croydon.

PW advised that the changes made to staffing related to all agency staff who were going off to study, so the school was able to reduce the staffing in Key Stage 1 by 4. Staffing would be reshuffled accordingly and there will be 2 Teaching Assistants across each year group rather than 4. The hope was to have 5 staff in Little Stars and Little Rockets groups as the school will have 13 children with speech and language difficulties and severe SEN, who will go in there, and the school was being consulted about another child, so these numbers could potentially increase when the school receives its confirmed numbers. Some of these children will likely come within EHCPs and so there will be some extra funding and will try and recruit another TA. The situation is workable across Key Stage 1, with the support currently in place if more staff are allocated to the Little Stars provision.

PS noted that this year's outturn was £15,000 as stated in the budget figures, but next year is shown as £40,000 which was queried in light of the lost of 4 staff, and PW advised that those who will be working with the school from September would be agency staff. There had been much discussion during the Covid period as to where these staff should be placed in the cost codes, so EA had been asked to separate them out, to make things much clearer. The Chair asked for confirmation as to which budget line they were included in this year and was told it was E27.

PS asked about "Community Focus school" revenue of £66,000, and its origins and EA stated that this has been cumulative revenue for years and has just been carried forward. The Chair asked why the figure had doubled in the 2023/24 projections and again in the 2024/25 projections. A Governor noted that this was in relation to the Children's Centre, where the school is hoping to end the contract in March and to take

the Children's Centre over; however, this would mean consultation with the Borough. The plan is to turn this into the Little Stars provision.

PS asked about the £7,000 in E32 and wanted confirmation that this was based on letting out the hall and other letting/income generation activity. PS asked if there should be a line showing that income and expenditure match.

The Chair asked about 'Income - Facilities and Services' where the school is receiving £21,000 and 'Donations and/or Voluntary Funds' and why it is shown as doubling over the following years.

PW reported that more work needed to be done on allocated the money received from the Local Authority to the correct budget lines, the cost codes are complex, and the Local Authority does not always put things in the right place. PW advised that she is working with the Local Authority, but there are still some outstanding queries.

RW asked for clarification about budget lines such as I01 (Funds Delegated by the LA) which is £400,000 this year, and £2m+ next year, and where the school's total income is £788,997 this year, and £2.5m next year. PW noted that this must have been a miscalculation, as the projected figures for the next 3 years were incorrect, and MS noted that the outturn was wrong for 22/23. PS asked PW to look at it, as next year, income triples to £2.5m from £788,997. Clarification was also sought on the pupil numbers used as the basis for the calculations and PW confirmed there were the numbers from last October's census, but the rest of the budget figures were based on pupil numbers of 299. There was some confusion as to which budget lines represented income and which expenditure, as the E01 code seemed to show that £0 had been spent on teachers this year.

Given the discrepancies in the figures, it was noted that it would be difficult to approve the budget. EA would need to have a meeting with Heather before bringing the revised figures back to the Board.

PW asked for confirmation on the carry forward surplus from the previous year and was advised that it was £30,000, pending confirmation by the Local Authority. The in-year balance surplus of £16,511 was correct and pending Local Authority confirmation.

MS reported that the stated 2022/23 figures shown were those for 2023/24 and were incorrect.

The Governing Body resolved to agree that the budget could not be approved as several of the figures were incorrect. It was agreed that another meeting was needed to go through the revised budget. The Board noted that as the school was already late in submitting an approved budget it was better to delay again in order to work through the figures comprehensively. A Governor asked about the implications of being late and was advised that the Local Authority was aware of this situation because the school was waiting for responses from them (which were late), so should not be any penalties.

Action: PW to advised when revised budget would be ready so that a follow up meeting could be organised.

5. Safeguarding Report

PS noted that this item was not on agenda but had been uploaded to Governor Hub.

GC gave an overview of the report and advised that it would be better to discuss the content in more detail at the forthcoming Quality of Education Committee meeting.

6. AOB

PW reported that there was going to be a small Coronation lunch at the school and invited all governors to attend.

7. Date of Next Scheduled Meetings

Tuesday 23 May and Thursday 13 July 2023