



Hedgewood School
Non-Confidential Finance, Personnel & Resource
Sub-Committee Meeting
Thursday 18th January, 2024 – 7pm
Venue – school virtual

Members of Committee	Governor Type	Position	Present
Rachael Phillips	LA Governor	Chair	P
Avishka Kumarasinghe	Parent Governor		P
Michelle Doherty	Parent Governor		NP
Andrew Fenlon	Co-opted Governor		P
Pearl Greenwald	Co-Headteacher)Ex Officio	P
Bryony Smith	Co-Headteacher)	P
Jacqui Murphy	Clerk		P

GB Core Functions (reference key for agenda items)

- 1** Ensuring clarity of vision, ethos and strategic direction – *engaging with stakeholders; strategic planning including succession planning; meeting statutory duties.*
- 2** Holding the Head teacher to account for the educational performance of the school and its pupils and the performance management of its staff – *school self-evaluation including working with data, monitoring visits and responding to reports; performance management.*
- 3** Overseeing the financial performance of the school and making sure its money is well spent – *annual report; Pupil Premium and PE and Sport Budgets.*

Ref	Item	Action	GB Core Function Ref
015F/2023-24	Statutory Duty: Welcome. Apologies for absence and the committee's acceptance or rejection of any absences. Any changes to the committee. Michelle Doherty sent her apologies; the Governors accepted these		1
016F/2023-24	Statutory Duty: Declarations of Interests not already declared. There was none.		1 2 3
017F/2023-24	Statutory Duty: Approval of the Minutes of the last meeting on the 9 th of November, 2023. These were approved. The Chair will sign them and along with the HTs Report and the agenda of	Action: RP to sign Minutes and along with HT Report & agenda For 9.11.23	1 2 3

	the 9 th November will pass to C Dani in the school for filing in the Governor's cupboard.		
018F/2023-24	Matters Arising from the Minutes of the 9 th November 2023. These will appear in the minutes.		1 2 3
019F/2023-24	Statutory Duty: Any other Business One confidential item.		1 3
020F/2023-24	Impact since last meeting Teacher Pay rise agreed		1 3
021F/2023-24	Health & Safety Appointment to be arranged by Link Governor RP, so that report can be presented at the next FGB meeting 8 th February, 2024.		1 2 3
022F/2023-24	Co-Headteacher's Report: Selection of Report plus extras; asked for questions. <ul style="list-style-type: none"> • Safeguarding training for staff and awareness of updates to KCSIE. To roll out to all staff in the near future. • Attendance; new officer has worked well. • 89.5 attendance. 9 pupils not returned, illness etc. AA is working with the Admin team on attendance. Some have medical needs. • One pupil on CP Plan; 2 LAC status; 11 on CIN Plan. • 2 new classes now going to the pool. • 31 new children; one in Tribunal. • No pattern forming yet. • LA have been asked for extra funding. Extra funding seems to have gone to the high schools in the Borough so far. Noticing a trend with new SEND leader. • 2 new students for year 3. • Very positive feedback from Parents Evening. • Looking at the new Budget. Looking for guarantees from the Borough before sharing with Governors. Re the 'clawback'; putting as much commitment against this as possible to stop this happening. • Explained about surplus and how much we are owed; LA always pay what is owed toward the end of the financial year then if it is over 8% we are liable to have it 'clawed back'! 		1 2 3

	<ul style="list-style-type: none"> • The LA are not saying we will get smaller but they are not 'growing' us either. We are underfunded by not having anything given to them unlike other Borough schools. Discussed the shortfall in the high schools. • Everything has to be committed by 31st March. We are waiting on various requested quotes and the money will be committed. IT premises etc. • Building plans on GovernorHub. Photos taken of neighbours' extensions which will help us create precedence. The building will give the school presence. Could be offered to community/schools for rental. Training school could be moved in there current building has leaking roof. Parents could collect from there. Peter Elliot said there was a master plan of regeneration of the Hedgewood site; needs visibility. Do it without closing; now in second round of DfE coming in to access the site. It will be in line with the house next door. There has been a significant lack of investment in Hedgewood. Governors are in total agreement. • Thinking of looking at increasing the SLT. (They support our parents and our training teachers; 2 will complete next year then become SKITs.) Currently have 1 Deputy Head and 2 Assistant Heads, one of which is temporary, but would need to be made permanent. We need to have another Assistant Head all would then take on 20%. Could be internal teaching within their contract. We would look at phase leaders that do not teach; either £12/13k extra we would have to do some rejigging. It was suggested it was put to the FGB. • Updated TA jobs sent to HR; it will mean £64k extra on the Budget. It will stop comparisons with other areas of the Borough. Initiative, good practice in training. With PBS it's about behaviour, play, interaction and do not want to go into a teacher's role. Good for retention. • Long term staff absence; 2 TAs'. 2 accidents in Autumn. Knee and hip replacements; some with sick children. One to go to contract review, a panel will 		
--	---	--	--

	<p>need to be convened. One teacher not returned from summer, only started in July. 2 teachers returning from Maternity leave.</p> <ul style="list-style-type: none"> • One TA needed. • One Physio Therapist coming in on 17th January; 1st, 2nd rounds booked. New Language Therapist starting Monday, newly qualified. 		
022F/2023-24	<p>Governor Membership:</p> <p>Vacancies:</p> <p>2 Parent Governors - school sending letter to parents.</p> <p>1 Co-opted – suggestion of JG which was popular with Governors agreeing.</p> <p>Clerk said Government was now calling Governors' Clerks, Governance Professionals. She also said she had been looking for someone to take over from her. She felt she needed to retire.</p> <p>AF said if we have a TES account could the CO-Heads put in an ad for 1 Co-opted vacancy and a Governance Professional vacancy.</p>	Action: Place advert in TES for Co-opted Governor and a Governance Professional	1
023F/2023-24	<p>SFVS</p> <p>SIP</p> <p>The Co-HTs said they are done. Will send to Clerk to put on GovernorHub.</p> <p>No negative feedback having run past the staff.</p> <p>SIP all within Ofsted guidelines.</p> <p>SFVS has to be submitted by 31.3.24.</p>	Action: PG & BS to send SIP & SFVS to Clerk	1 2 3
024F/2023-24	<p>Any Other Business Declared</p> <p>There was none.</p>		1 2 3
025F/2023-24	Confidential items see Part 2		1 3

Meeting Ended 8.50 pm



ACTIONS FROM FP&R MEETING 9.11.23 AND FROM ABOVE MEETING 18.01.24

Agenda Ref	Action	By Whom	Date Placed	Date Closed
002	<i>To Sign TOR and pass to CD for filing</i>	RP	9.11.23	10.11.23
006	<i>to sign give with CO-HTS' Report and agenda to CD for filing</i>	RP	9.11.23	10.11.23
013/014	<i>To send HR Document on TAs to FP&R members (see part 2)</i>	BS & PG	9.11.23	
017	<i>to sign Minutes and along with HT Report & agenda For 9.11.23</i>	RP	18.01.24	
022	<i>Place advert in TES for Co-opted Governor and a Governance Professional</i>	PG & BS	18.01.24	
023	<i>to send SIP & SFVS to Clerk</i>	PG & BS	18.01.24	