



HEDGEWOOD SCHOOL

NON-CONFIDENTIAL MINUTES

FINANCE, PERSONNEL & RESOURCES COMMITTEE

Thursday 1 May 2025 at 7pm via Teams

| Governors | Category | Attendance |
|-----------------------------------|-------------------|------------|
| Avishka Kumarasinghe (AK) - Chair | Parent Governor | PRESENT |
| Sally Channing (SC) | Co-opted Governor | PRESENT |
| Andrew Fenlon (AF) | Co-opted Governor | PRESENT |
| John Goddard (JG) | Co-opted Governor | PRESENT |
| Bryony Smith (BS) | Co-Headteacher | PRESENT |
| Pearl Greenwald (PG) | Co-Headteacher | PRESENT |

| Other attendees | Category | Attendance |
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| Kate Boulter (KB) | Clerk to Governors | PRESENT |

GB Core Functions

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

| Ref | Item |
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| 022/24-25 FPR | Statutory Duty: Election of Vice Chair of the Committee <ul style="list-style-type: none"> Election of Vice Chair was DEFERRED to the next meeting. It was noted that there would be new governors joining the FGB. |
| 023/24-25 FPR | Statutory Duty: Apologies for absence and the Governing Body's acceptance or rejection for all There were no apologies. |
| 024/24-25 FPR | Statutory Duty: Declaration of Any Other Business <ul style="list-style-type: none"> Governing Body membership. |
| 025/24-25 FPR | Statutory Duty: Any declarations of Pecuniary Interests to be declared. No interests were declared in relation to the items on the agenda. |
| 026/24-25 FPR | Statutory Duty: Governing Body Approval of the accuracy of the Minutes of the last meeting The minutes of the meeting held on 6 February 2025 were AGREED as a true record of the meeting. The following matters arising were discussed: <ul style="list-style-type: none"> Minute 015 – AK would be meeting with the School Business Manager in the next couple of weeks to finalise the template for budget reporting to governors which would include |

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| | 2024/25 outturn information. It was noted that budget reports to the LA would need to be in the format specified by the LA. There were some operational issues with the programme used by the LA and School Business Managers had met with the LA to discuss these. |
| 027/24-25 FPR | Chair's Actions Since the Last Meeting (if any) None. |
| 028/24-25 FPR | <p>Co-Headteachers' Report</p> <p>The Committee considered the co-headteachers' report and accompanying documents and asked questions. The following points were discussed:</p> <p>a) Budget 2025-26</p> <ul style="list-style-type: none"> • The DfE had agreed the LA's MFG disapplication request for one year only. The LA had proposed to mitigate the impact of funding decreases by 66% in the first year meaning schools would experience 34% of the full reduction. Funding protection would be based on school surpluses. Schools would have to apply each year and the available protection would drop by a third each year. • The LA had sent out the indicative budget at the end of the school day on Friday 28 March. This was the latest it had ever been sent. • The LA had not yet confirmed any information for pupils joining Hedgewood in September 2025 so the school had prepared the budget based on the school's own offers for new pupils. A maximum of 187 pupils had been allowed for as the school could not increase capacity to 190 until a decision was made by the LA regarding building works to two classrooms. • The carry forward from 2024-25 was £2,352,093.85 with £73,741.89 committed for capital spend. Based on current figures in the indicative budget provided by the LA, there would be an in-year deficit of £691K in 2025-26. • Income for 2025-26 included Teachers Pay & Pension Grant of £220K. This was the same figure as last year, which had been wrong, and had resulted in £120K payback at year end to correct the error. The school had raised this with the LA and was awaiting a reply. • For staffing, a cost of living uplift of 3% had been included. TAs were the greatest expenditure and the school was above benchmark compared to other schools. Ways were being explored to make this more efficient by reducing agency costs and adjusting lesson structures. • Hedgewood's maintenance costs were higher than other schools due to the condition of the site and this could not be reduced as there were health and safety risks. Roof were leaking, floors needed replacing and there were significant drainage issues. • It was in the Borough's interests to invest in the site as there was already high demand for a limited number of special needs places in the Borough, and Hedgewood's capacity would be impacted if areas of the site became unusable. • The Committee agreed to RECOMMEND the draft budget to the Governing Body and noted that any updates or changes received from the LA before the next FGB would be reported at the meeting. <p>b) Building work</p> <ul style="list-style-type: none"> • The school's had submitted to the LA its proposals for conservatory replacement for turtle and ladybird classrooms and training centre rebuild and site security enhancement. • The LA had suggested modular buildings, however the school was not in favour of this as it had experienced significant issues with other modular buildings. • The site infrastructure was not strong enough to keep adding more modular building and a comprehensive solution was needed to regenerate the site. <p>c) LA Finance audit</p> <p>The finance audit action plan had been adjusted following further discussions with the auditor.</p> |

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| | The plan was adjusted from having high risk to medium and low risk. The plans had already been actioned by the School Business Manager. |
| 029/24-25 FPR | Statutory Duty: Any Other Business Declared None. |
| 030/24-25 | Date of Next Meeting This was the last meeting of 2024-25. Dates for 2025-26 would be agreed at the next Full Governing Body meeting. |
| 031/24-25 | Confidential Items There were no confidential items for discussion. |

The meeting closed at 8.35pm

ACTIONS

| Minute ref | Action | By Whom | Date Posted | Date Closed |
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| 028a/24-25 | Recommend budget to FGB and co-headteachers to report to the FGB any changes received from the LA. | PG/BS | 01.05.25 | |