



Minutes – Full Governing Board-Budget

Friday 2nd May 2025 – 9:15 a.m.

Initials	Eligible to Attend	Attending	Initials	Unable to Attend
RJ	Rhys Jones (Chair)	Y	OM	Olivia Mellor
JM	Jenna McCaffrey (HT)	Y	JE	Jenny Eagles
LL	Leti Littlewood		SH	Susan Herridge (Resigned)
OM	Oliva Mellor	Y	CH	Chris Holland
ZC	Zoe Crockett			
RG	Rob Gibson			
JE	Jenny Eagles	Y		
AP	Amie Pinnell	Y		
SH	Susan Herridge	Y		
JD	James Dixon (Clerk)	Y		
	Invited Attendees			
HW	Helen Wright (DES Finance Consultant)			
CH	Chris Holland (Potential Governor)	Y		

At Seaton Primary School

ITEM	ACTION
2024/25-71	<p>Welcome and Apologies for absence</p> <p>Governors were welcomed to the meeting. Apologies received from Oliva Mellor and Jenny Eagles. RJ informed the governors that SH had tendered her resignation from the board.</p>
2024/25-72	<p>Register of Business Interests and Declarations of Interest</p> <p>Nothing to declare.</p>
2024/25-73	<p>Vote to confirm Chris Holland (CH) as a new Governor</p> <p>Vote taken in Chris' absence but he had sent confirmation of his wish to become a governor to RJ and JD in writing before the meeting. RJ proposed the admission to the board of governors and it was voted in favour unanimously. It was suggested that CH would join the Teaching and Learning Committee.</p>
2024/25-74	<p>Budget 25/26-Approve Budget (if not already completed last term)</p> <ul style="list-style-type: none"> JM-Thank you to HW for her hard work in preparing the budget. It is still in deficit but much healthier that it was. There is an in-year surplus this year but this has been offset by a deficit from last year that has been bought forward. The school has successfully cut costs to a level that is still safe but we need to plan for the future as costs may arise i.e. SEND childcare and building maintenance. The school would need to look at staffing to reduce costs further but want to hold off from this. HJ-The school can run a budget deficit for 3 years and this will be licensed by DCC but there needs to be a surplus after this. The school would need to restructure to overcome this i.e. redundancies.

- The school is going to ask the PTFA to help pay for language subscriptions and Power Maths Books to offset the school budget.
- Grants have been applied for through the PTFA as it is a charity but we need to be mindful that they can't be used for core/statutory costs, only for new capital expenditure.
- AP question: Is it worth looking at partnerships with other schools? JM answer: It is not necessarily a benefit to funding as it is not a certainty that it will produce cost savings, but the school would lose autonomy and would need to restructure.
- RJ question: Does this budget year count as a surplus rather than a deficit as standalone the we are in surplus, the reported deficit is due to the carry forward of last year's deficit. HW answer: Not sure on this but she will investigate and come back to us.
- RJ question: How do we find out if the 3 year-deficit sign off can be reset if we are in standalone surplus this year? If it can't then 2026/27 is now looking urgent. HW answer: She will look into this at the same time as above.
- The school is looking to increase pupil numbers with marketing via RA. Now school places are being allocated we can look to attract pupils from the surrounding area who were unable to secure their preferred setting. This will help the budget.
- The school is expecting an increase in costs this year to fund the recently announced 3.8% teacher pay rise. This needs to be funded from the budget as there will be no additional funding. HW- The recent National Insurance (NI) increase is not fully funded by the governments NU grant so there is a possible £5300 shortfall here as well. The school is trying to avoid teacher and TA redundancies or natural shrinkage. We would like to replace any teaching staff that leave.
- JM-Shared parental leave losses are not included in the budget and will impact through the year. It is an option to replace any leaving teachers with N1 and N2 staff as they are less expensive. The recently recruited UPS teachers bring added capacity to take on student teachers so will increase income.
- RJ question: What about the other grants (like the PE grant and Universal Infant Free School Meals) and how are we seeing a decrease this year? Answer: Pupil numbers and Pupil Premium numbers are down.
- RJ question: Income from Happy Hawks and Rupert's lettings are constant? JM answer: We are going to review these each year. LL question: What is Happy Hawks turnover? Could they pay more as they currently only pay for the use of a room but also have use of

	<p>the field and forest? JM answer: We need to review if this is fair or if they should pay more. It is currently set until 31/03/2026. Could we look at bringing this wraparound cover under the school if it makes a profit? The rent for Rupert's is set by Devon County Council so we are unable to review this.</p> <ul style="list-style-type: none"> • Beer primary school are staying with us for provision of their school meals. We are looking at whether we can offer meals to other nurseries i.e. Pink Hippo's. • DW and HW are working very hard at reviewing contracts when they come up and not automatically renewing to get the best value we can. • ZC question: Copier and printer costs are very high, can we reduce costs by using email/website to transfer pictures and work to parents rather than printing and putting in the pupil's book. Can we change practices and culture to cut costs? • We are looking to push parent donations for trips and the pool through Parentmail and cash buckets etc. • RJ question: We have £7683 left to spend (PEGREXEPE ledger 4401)? HW Answer: This has already been allocated and comes with strict criteria for how it can be spent. • Devon County Council is going to pay to repair one boiler and have been asked to cover the cost for another and an electricity control panel. • Shared parental leave is not in the budget but currently have 3 members of staff using this. It is a £20-30,000 cost that is not shown. This will impact TA funding. Devon County Council is looking at the overall cost to all school for this new policy and may look at funding through de-delegation. 	
2024/25-75	<p>AOB (notified to the chair 24 hours in advance)</p> <p>Date to be arranged for a Strategy Meeting. It was decided on Friday the 11th of July at 9:15 in the spare classroom opposite Happy Hawks. This meeting is expected to last for 1.5 hours.</p>	
Actions from Meeting	<p>LL, KH and DW to look at grants for STEM.</p> <p>HW to investigate whether FY 25/26 standalone counts as a standalone surplus rather than a deficit. If so, can this reset the 3-year deficit that DCC will license?</p> <p>The school to ask the PTFA to help fund language subscriptions and Power Maths Books.</p>	
Next Meetings	<p>11/06/2025-6 pm-Teams-Teaching and Learning</p> <p>20/06/2025-9:15 am-Seaton Primary-Resources</p>	

	11/07/2025-9:15 am-Seaton Primary (classroom opposite happy Hawks)- Strategy meeting.	
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