



WILLIAM STUKELEY CHURCH OF ENGLAND VA PRIMARY SCHOOL
FINANCE, STAFFING AND BUILDINGS COMMITTEE MEETING FINAL MINUTES
WEDNESDAY 23rd MAY 2018 AT 5:00 P.M.

PART 1

Present: Mrs M Dack (Chair), Mr T Emery, Mr R Nicholas, Mrs H McGinn, Mrs. C. Williams, Revd. R. Seal
 Also present: Mrs J. Francis (Clerk to Governors - minutes), Mrs D Harlock

Meeting started at 5:03 p.m.

Agenda item	Issues	Agreed Action	Responsible
1. Apologies		There were no apologies	
2. Declaration of Interest		Mr. T. Emery declared that Mrs. A. Doran was his sister in law.	
3. Minutes of the meeting held on 28 th February 2018.		Minutes approved by governors and signed as a true record by Mrs M Dack.	
4. Matters arising from these minutes	<p><i>Item 4.</i></p> <p><i>Item 9.</i></p> <p><i>Item 12</i></p> <p><i>Item 13.</i></p>	<p>Mr. Emery confirmed the following: An order for the removal of the tree has not yet been placed. The two hot plates purchased have proved a great asset. The replacement telephone system is on hold.</p> <p>The fire risk assessment has now been obtained.</p> <p>It was agreed that the Schools Fraud Health Check did not need to come back to governors and most of the issues have now been sorted.</p> <p>Mrs. Harlock and Mrs Francis are still updating but completion of the forms issued to all governors is necessary.</p>	

		Mrs. Harlock and Mrs Williams are still working on the updated Health and Safety Policy and it should be ready for the next FSB.	
5. Staff Update		Mr Emery updated governors on staffing.	
6. Proposed Budget 2018/19		Governors discussed the proposed budget. Mr. R. Nicholas proposed that the budget be recommended to the FGB. This was seconded by Mrs. Dack and carried unanimously.	

The meeting closed at 6.15pm

Signed: _____ Chair of Committee

Date: _____