



To: Alan Benton, Dave Brown, Phil Grundy (Principal), Richard Palmer,
Tracy Penfold

Copies to: Tom Capewell, Nick Hyde (Deputy Principals)

Abi Agidee-Adelunle (CFO)

Sue Gill (Clerk to the Trustees)

Also in Attendance: Tim Morris Company Secretary/Secretary to the
Board

RESOURCES MEETING

This meeting will be held in the School on Thursday 27th January 2022 at 10.15 am when you will be invited to attend for the business set out below.

Documents to be considered are also available on the Trustees' online resource library.

If you are unable to attend the meeting or wish to include any other matter of business, please notify me at tmorris@highamparkschool.co.uk Tim Morris Company Secretary/Secretary to the Board.

AGENDA

1. WELCOME AND APOLOGIES FOR ABSENSE

- 1.1 Apologies for absence accepted
- 1.2 Apologies for absence not accepted
- 1.3 To consider disqualification for non- attendance
- 1.4 Quorum

2. DECLARATION OF INTEREST

- 3.1 Trustees to declare any interests they have in any of the following agenda items
- 3.2 Standing declarations – Tracy Penfold, Chair of Governors Edinburgh Primary School, Governor Opossum Federation.

3. MINUTES OF THE RESOURCES MEETING – 18th November 2021

- 3.1 Trustees are asked to approve the previous minutes for content and accuracy

3.2 MATTERS ARISING

4. FINANCE

- 4.1 December 2021 budget figures – 1st quarter (AAA)



4.2 Schools Resource Management Self-Assessment (PGY/TP)

4.3 Reserves Policy and spending plans – Review of current provision (AAA) and discussion for spending considerations

4.4 Letting Rates 2021/22

5. ESTATE MANAGEMENT

5.1 CIF Bid application 21/22 - Verbal update on current position (RP)

5.2 Estates Vision - Update on current position (PG)

Trustees are to note the work being undertaken at the Estate Management Group

5.3 Schools Rebuilding Programme 21/22 (RP) - Update on current position (RP)

Trustees are asked to note the current progress of this scheme

6. HEALTH AND SAFETY

6.1 Catering and Natasha's Law (AAA)

Conformation that the Catering Company has signed the appropriate declaration on headed paper

7. SCHOOL ITEMS

7.1 GDPR (NHE)

Trustees to be updated on GDPR including freedom of information requests.

7.2 Finance recruitment update (PGY)

Trustees to receive verbal update of ABM and FO appointments

8. POLICIES AND STATUTORY DOCUMENTS

8.1 Check website compliance (NHE/TPM)

Trustees are asked to acknowledge the website compliancy and to note Draft Equality Statement and Policy

8.2 Home School Agreement - (TCL, PGY)

8.3 School uniform and equipment – (TJY, TCL, CH)

Trustees are asked to recommend the following policies for approval to the Full Board

9. AOB notified before the meeting

10. Date and Time of next meeting

28th April 2022 – 10.15am