



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

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

Jacob Adeshina (ABO)

Caroline Russell (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 30th June 2022 at 10.15 am in the Boardroom 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@highamsparkschool.co.uk Tim Morris Company Secretary/Secretary to the Board.

AGENDA

1. WELCOME AND APOLOGIES FOR ABSENCE

- 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

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

3. MINUTES OF THE RESOURCES MEETING – 28th April 2022

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

4. FINANCE

- 4.1 April and May 2022 budget figures – JA to provide update
- 4.2 3-Year Forecast – JA to update in readiness for submission
- 4.3 Catering update including
 - 4.3.1. Confirmation of rebate for 21/22
 - 4.3.2. Report of meetings with the catering company
 - 4.3.3. Retendering of catering contract
- 4.4 Lettings rates 2022/23



5. ESTATE MANAGEMENT

5.1 Schools Rebuilding Programme 21/22 (RP) - Update on current position (RP)
Trustees are asked to note the current progress of this scheme and Education Vision Document submitted to the SRP.

6. HEALTH AND SAFETY

No. items

7. POLICIES AND STATUTORY DOCUMENTS

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

7.1 Accessibility Plan (RP)

7.2 Business Continuity Plan (JA)

8. AOB notified before the meeting

9. Date and Time of next meeting

TBC