GATEWAY
PRIMARY SCHOOL
Lifelong love of learning

Minutes of the Meeting of the Full Governing Board
Monday, April 30th, 10am

Gateway Governors are:

- Kayleigh Anstee (KA) - Headteacher
- Gill Locke (GL) - Staff Governor.
- Mike Caffrey (MC) - Co-opted Governor
- Kelly Mahon (KMa) - Co-opted Governor
- Kevin Moyes (KM) – LA Governor
- Helen Lynch (HL) Co-opted Governor
- Roxanne Fenton (RF) Parent Governor.
- Rebecca Scott (RS) Parent Governor.

In Attendance

- Jonathan Smith (JS) - OCC Governor Services

<table>
<tr><th>Item No</th><th>Topic</th><th>Minute</th><th>Document Reference</th><th>Action</th></tr>
<tr><td>1.</td><td>Welcome</td><td>KM welcomed all to the meeting. The meeting began at 10am and was quorate. The meeting was held at online.</td><td></td><td></td></tr>
<tr><td>2.</td><td>Apologies for absence</td><td>Apologies were received and accepted for Mike Caffery, Roxanne Fenton and Kelly Mahon.</td><td></td><td></td></tr>
<tr><td>3.</td><td>2024-5 to 2027-8 School Budget</td><td>GL Presented the 2024-2029 five-year budget.
<table>
<tr><td></td><td>24/25</td><td>25/26</td><td>26/27</td><td>27/28</td><td>28/29</td></tr>
<tr><td>Income</td><td>£1,641K</td><td>£1,725K</td><td>£1,807K</td><td>£1,839K</td><td>£1,849K</td></tr>
<tr><td>Expend</td><td>£1,618K</td><td>£1,595K</td><td>£1,664K</td><td>£1,760K</td><td>£1,806K</td></tr>
<tr><td>Balance</td><td>+£22K</td><td>+£129K</td><td>+£143K</td><td>+£79K</td><td>+43.7K</td></tr>
<tr><td>Bal c.f.</td><td>-£79K</td><td>+£49K</td><td>+£193K</td><td>+£272K</td><td>+£315K</td></tr>
<tr><td>Pupils</td><td>276</td><td>294</td><td>311</td><td>315</td><td>315</td></tr>
<tr><td>Capital</td><td>£7.1K</td><td>£7.3K</td><td>£7.5K</td><td>£7.5K</td><td>£7.5K</td></tr>
</table>

GL explained that the Budget meets the terms of the OCC repayment agreement and will therefore receive the support of the LA finance team.
Wrap around care has made a big difference to the budget. Sessions are full and the extra income is significant.
The staffing budget includes incremental increases, expected pay awards and pensions contributions.
</td><td>School Budget CFR 2024-8</td><td></td></tr>
</table>

Item No	Topic	Minute	Document Reference	Action
		Expected staffing changes (maternity arrangements and a retirement), have been factored into the Budget. • The school has received funding for solar panels, and these will reduce energy costs in the longer term. • OCC estimated energy cost increases have been factored into the Budget. • Year 4 and 5 are calculations are based on assumptions that are likely to be affected by a variety of unforeseen internal and external financial developments. A Governor asked if the pupil numbers are likely to be accurate. He asked how they are assessed. KA explained that the 'extra' children are currently in the EYFS class and the nursery, and they are already in the system. The school tends to have a higher number of 'leavers and joiners' than most schools, but the overall roll tends to remain constant. KA added that pupil number predictions made by senior staff in the past have been 100% accurate. A Governor asked if the staff structure is likely to change as the school grows. KA explained that the staff structure can accommodate 11 classes of 30 children. The planned expansion of the school can thus be achieved without a disproportionate increase in staff expenses. A Governor asked if class sizes will exceed 30 children. KA reminded Governors that the mixed class structure does allow some flexibility. Rather than rejecting a parent's request for a place in a class that is full, the structure enables a class to grow beyond 30 children. The high numbers of 'leavers and joiners' at the school will ensure that this arrangement is temporary. A Governor asked if the school was able to meet the demand for 'wrap around care' places. KA confirmed that no families have, or will be, refused a place. Support staff are prepared to provide any additional staffing required and she is confident that the school will be able to provide the extra capacity needed to meet the Government's intention to provide after school support until 6pm. A Governor asked if the budget enables senior staff to deliver the School Improvement Plan. KA explained that resources and staffing are 'lean' but not inhibiting. Art and music resources are basic, but Sport Premium funding has been invested in additional PE resources and this curriculum area is now well-equipped. The play therapy grant will end this year, but it is hoped that Gateway and CPS can submit a joint bid for a play therapy grant going forward. ICT is always expensive and staff laptops will require replacement during the five-year period. Investment in the school kitchen remains a longer-term ambition, fencing does need replacement and the playground will need resurfacing at some point in the future. Otherwise, the premises are 'in good shape' and many improvements can be made in-house.		

<table>
<tr><th>Item No</th><th>Topic</th><th>Minute</th><th>Document Reference</th><th>Action</th></tr>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>4.</td><td>Budget Approval</td><td>The Budget was approved by Governors.

Governors thanked GL for this work. The final budget understates the amount of preparatory work and ingenuity required to produce a balanced budget. Thank you, Gill!</td><td></td><td>All</td></tr>
<tr><td>19.</td><td>Dates of next meetings – 7pm in school</td><td><table><tr><th>Date</th><th>Start</th><th>End</th><th>Meeting</th></tr><tr><td>Mon 20th May 2024</td><td>19:00</td><td>21:00</td><td>Full Governing Board</td></tr><tr><td>Mon 24 Jun 2024</td><td>19:00</td><td>21:00</td><td>Full Governing Board</td></tr></table></td><td></td><td></td></tr>
</table>