

Shap C of E School
Full Governing Body Meeting Minutes
Tuesday 13 May at 6pm

1. Opening Prayer

The meeting opened at 18.06 with a prayer led by RH

2. Attendance

Simon Bullock, Julie Graham, Katie Chappell, Ruth Hutchings, Pauline Harron, Becky Redmayne, Becky Grace, Sarah Bruce (online), Helen Jackson

Present

Siobhan Beck (Clerk)

3. Apologies for Absence

Steve Gee, Rob Hancock

Absent

Rib Williams

4. Declaration of Interests

There were not declarations of interest

5. Approval of the minutes of the Full Governing Body Meeting 25 March 2025

The approval of the Minutes of the 25 March 2025 was brought forward to the Full Governing Body Meeting 02 July 2025

6. Matters arising from the last Full Governing Body Meeting 25 March 2025

The Matters arising of the 25 March 2025 will be brought forward to the Full Governing Meeting 02 July 2025

7. Approval of the Three Year Budget 2025 –2028

KC went through the process of how the budget is put together and who is involved.

The budget that was discussed at the Resources Committee who are putting this forward for approval returns a surplus budget in the first and second years and a deficit in the third.

KC noted to the meeting that there is not enough sustainable funding, pupil numbers are going down, in the third year it is difficult to predict nursery numbers as some children are not born yet, a teacher salary has been removed with HJ leaving the school, Pupil Premium and SEND funding are down, applications for EHCP have been submitted one has been successful one not, the expenditure was looked at line by line to see where savings can be made, going to look at taking cleaning in house this is currently contracted out, considering hand dryers as paper towel expenditure is high, staffing proposal/re-structure has gone into the plan, a career entry teacher for EY for two years with a change to three classes for the third year.



JG commented that anything can change for the third year it is hoped that the school does not need to move to three classes.

KC currently looking at potential income streams, Northern Traverse have booked in again for 2026, looking at the possibility of offering places to two year olds and holiday clubs.

KC noted to the meeting that the school has not submitted a deficit budget before, David Hodgkiss has said it is likely that Finance will have a conversation with the school and there is likely to be a delay in that as the priority will be schools with bigger deficits.

BR asked what pupil numbers would make a difference, KC responded that just two children could reduced the deficit by about £10,000, although this is dependent on the children and their needs/funding that they bring with them. KC added that if the same funding and pupil numbers falling continues the structure and models of schools will need to be considered in the future and long term plans to be considered.

JG commented that it would more of an issue if there is a deficit in the second year as well which is not the current position.

KC noted in response that for the third year there is less staffing costs with a reduction of TA hours and her teaching hours increased.

JG commented that the final detail on looking at costs is making a difference and is appreciated by the board.

JG and SBu put together governor questions on the budget as part of the scrutiny process, these were included as a Paper with the Agenda prior to the meeting.

BG asked about the plan to combine classes for the third year, how many TAs are linked to EHCP provision, KC responded that currently 30 hours are linked the rest of the hours are paid for out of delegated budget. BG asked if the school afford to keep four classes without TAs. KC responded that Early Years has to have one, it would be hard to not have TA provision for the whole of KS1 with the lack of skills the children come into school with, the budget for the third year is for the legal minimum number of staff.

BG expressed concerned that the reduction to three classes would have the effect of further lowering numbers? KC responded that that was a possibility and will do whatever she can to keep four classes. KC noted that by October there could have been changes which means that the budgets are healthier and then by the time it is the third year things will be very different again.

SBu asked if there have been any announced changes of the funding ratios, KC responded that there hasn't so far.

JG added that it would interesting to hear what others in the cluster are doing. KC responded that that will be confidential but whatever gets discussed may give an overall picture.

BG asked what happens to schools who are in deficit, KC responded that the LA have been in to help.

BG asked if there is an argument for putting in a budget with a bigger deficit, KC responded that the implications of that might be more severe costs further down the line.



BR asked about extending nursery to offer provision for two year olds, KC replied that the school has looked at it before, it has never been financially viable in the past due to the ratios and qualifications required, looking into the costs but may still not be viable.

Governors present approved the budget.

JG thanked KC and JH for all their hard work.

8. Date of Next Meeting

Full Governing Body Meeting 02 July 2025 at 6pm

Meeting closed at 18.43

A handwritten signature in black ink, appearing to be 'De'.

Vice Chair of Governors
02 July 2025