

Victoria Park Nursery School and Family Hub
MINUTES OF FULL GOVERNING BOARD MEETING – BUDGET
ONLY MINUTES
TUESDAY 24TH APRIL 7PM



Present Governors:

Gwen Mason	(Chair / Local Authority Governor)	GM	Term end date: 21/02/2020 End of Chair: 26/02/2021
Maria Morgan	(Acting Co-Headteacher)	MM	Term end date: 02/10/2020
Anne Pirouet	(Staff Governor)	AP	Term end date: 15/10/2021
Pam Lusby-Taylor	(Co-Opted Governor)	PLT	Term end date: 15/10/2021
Jane Sampson	(Co-Opted Governor)	JS	Term end date: 26/02/2022

Attendees:

Sally Lawson	(Associate Governor / Family Hub Manager)	SL	Term end date: 21/01/2019
Louise Griffiths	(Acting Co-Headteacher)	LG	Term end date: 18/06/2019
Stacey Wyles	(School Business Manager)	SW	
Selina Hall	(Clerk to the Governors)	Clerk	

Apologies:

Pranav Gupta	(Parent Governor)	PG	Term end date: 26/11/2021
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Vacancies

Co-Opted Governor	X 2
Vice Chair	X 1
Parent Governor	X 1

	Meeting commenced 19.00pm
1.0	APOLOGIES, WELCOMES & STATEMENT OF QUORACY
	Pranav Gupta (Parent Governor) was absent from the meeting. Apologies were not received in advance of the meeting. It was agreed Clerk will try to make contact with PG as this is 3 rd meeting not attended and we need to send out the letters to recruit a new parent governor. If we need to recruit 2 parent governors it would be good to know this now saving on future costs of letters if PG is to step down. The meeting was quorate as the quorum for any governing board meeting and vote must be one half (rounded up to a whole number) of the complete membership of the governing board, excluding vacancies. Current membership = 6. Number of governor attendees was = 5.
2.0	AOB
	<ul style="list-style-type: none"> • Headteacher Appointment – discussed under Part 2 • Parking Issue Update – discussed under Part 2 • GDPR - West Berkshire Council model policy
3.0	BUDGET ONLY UPDATE
	The April 2018 meeting is to review the budget of 2017 / 2018 and discuss & approve the budget of 2018 / 2019 only. All other matters that are normally discussed in the FGB will commence again in May's meeting scheduled for the 22 nd . The first hour of the meeting was to discuss the Headteacher appointment followed by the Budget Review. The Headteacher appoint is recorded under the Part 2 minutes dated 24 th April 2018.
4.0	REVIEW THE BUDGET OF 2017 / 2018
	All funds and figures had previously been discussed in the Finance Committee. SW went through the figures again for the various funds and gave a detailed explanation to the FGB. No questions were raised and it is to be noted that the FGB are extremely happy with all the hard work SW has done.

Signed by GM:

Dated:

5.0	DISCUSS AND APPROVE THE BUDGET OF 2018 / 2019
	All funds and figures had previously been discussed in the Finance Committee. SW went through the figures again for the various funds and gave a detailed explanation to the FGB including an assumption list. A list of buybacks that had already been brought was presented along with a list of buybacks that required FGB approval. All buybacks were approved in the meeting by the FGB. In 2020/2021 it was noted that VPN would potentially go into deficit with no contingency – this gives us time to start looking at other funding options. FGB approved the budget for 2018/2019 and GM / MM signed this off in the meeting. SW has signed copy of budget which will be submitted to WBC.

Meeting closed at 21.11

**DATE OF NEXT MEETING;
TUESDAY 22 MAY 2018 7PM
IN THE FAMILY HUB**

Signed by GM:

Page 2 of 2

Dated: