

# Gladesmore Community School

## Site, Finance & Personnel Committee

Minutes of a hybrid meeting held on Thursday 22<sup>nd</sup> May 2025

<b>Members</b>		
*Goldwater Ojokor [GOR] (H/T)	*Maureen Black [MBK]	*Fatima Azizi (FAI) Finance Manager
*Suhel Musa [SMA]	*Annabel Schaafsma (Chair) (ASA)	*Andrew Mao (AMO) SBM
	*Donna Grant (DGT)	^Abdul Rob (ARB)

**Also present:** Jan Smosarski, [JSI] Clerk;

Quorum: 3 governors, including the Headteacher

ASA in the chair

\* present

^ apologies accepted

### **Decisions made by The Finance and Personnel Committee on behalf of the governing body**

- To **SIGN OFF** the Budget Outturn for 2024-25
- To **APPROVE** the Budget Profile for 2025-26
- To **APPROVE** the Health & Safety Policy

*The following papers were circulated to all governors prior to the meeting: - agenda, minutes of the last meeting, Set of Closing Accounts 24-25, School Budget Allocation 25-26, Budget Profile 25/26, Site Development Plan 25-25, Staff Tracker and Personnel Update,*

## **Part 1**

### **1 Attendance –**

1.1 Apologies for absence – Apologies for absence were received from ARB.

1.2 Declarations of Interest - There were no new declarations of interest in any item on this agenda.

### **2 Minutes of previous meetings**

2.1 The minutes were **AGREED** as a true record.

#### **2.2 Matters Arising from the minutes not on this agenda**

2.2.1 There were no matters arising.

### **3 Finance**

#### **3.1 Set of Closing Accounts 24-25**

3.1.1 At the end of the financial year there was a surplus (capital and revenue) of £696,294.13 of which £36,424.89 was already committed. This was significantly greater than the original profiled surplus of £118,443.19 and was due to savings being made wherever possible, particularly in staffing costs.

3.1.2 **I01 -Income** – This was greater than originally profiled due to small amounts of additional money coming in from the LA during the course of the year.

3.1.3 Although additional funding came in from the Teacher's Pay Award Grant governors noted that it did not match the actual costs because the amount allocated by the Grant is based on class sizes of 1-30. Gladesmore class sizes are 1-27 and the school has always employed a greater number of teachers than the absolute bare minimum.

- 3.1.4 I03- High Needs Top Up Funding was £30,086.49 lower than the original profile. This will have been due to the Safety Valve project, which is impacting on High Needs spending across the borough. GOR noted that the new system of 8 levels of banding (previously 3) is causing concern as the SEND Panel are consistently placing children on a lower band level than schools feel is appropriate. This makes it impossible to meet that pupil's needs without allocating additional funds from within the school's budget. Changing the band level has to be done through the Annual Review process and is slow, time consuming and not guaranteed.
- 3.1.5 I05 - Pupil Premium – this was lower than the original profile by £26,790.
- 3.1.6 I06 – Other Grants – the income for Music Tuition was not as high as had been profiled resulting in a £28,094.38 shortfall in the expected income. All pupil's taking Music GCSE have instrument tuition. The school covers any shortfall in income for instrumental tuition. However, an unbudgeted ESOL Grant reduced the overspend under this heading.
- 3.1.7 I08a – Lettings-The amount earned through lettings was greater than profiled. Reluctantly prices had been increased to cover the increasing costs of staffing and running lets but this has not had a negative effect on take up. An additional £12, 917.08 was added to the original profiled figure of £15,000 Most lets are after school or weekend activities and there are a few commercial lets.
- 3.1.8 **Expenditure** – every effort has been made to save money this year in order end the year in credit.
- 3.1.9 E02 – Supply Staff – significant savings have been made under this budget heading as less supply cover has been bought in. GOR noted that agency cover is very expensive with charges for supply staff doubling in the last two years. The Continuity Team is employed directly by the school and covers teacher staff sickness absence where possible. Teachers who have some flexibility in their contact hours have also provided cover.
- 3.1.10 E06 / 07– Catering Staff, Other Staff – savings were made by not replacing staff who left their employment with the school.
- 3.1.11 E25- Catering Supplies – this budget heading was overspent by £32,303.57 due to increases in food costs. AMO reported that canteen prices had been increased but would need to be increased again from September 25. The aim has always been to keep food costs to pupils as low as possible and prices have not increased for a long time until this year. The rising cost of living means that food is costing more and inevitably there have had to be price rises.
- 3.1.12 Governors congratulated GOR, FAI and AMO for their work in keeping spending under control and maximising the carry forward. The accounts for 24-25 were **SIGNED OFF**
- 3.2 School Budget Allocation
- 3.2.1 This document shows the budget allocation for 2025-26. It details the amount of money and how each budget heading is calculated. The majority of funding comes from the AWPU (Age Weighted Pupil Unit) Each pupil attracts a sum of money – for a KS3 pupil this is £6,116.34 and for a KS4 pupil this is £6,895.83. Other headings may or may not bring in additional funds depending on school circumstances. For example children entering the school who did not achieve L4 at KS2 are awarded an additional payment to balance any additional provision they may need. Total income for 25-26 is £11,667,200.31. A further £203,490.00 was top sliced from the budget to cover some additional developments, agreed by the Schools Forum. For example there is a need to increase the amount of borough led Finance Support available to schools. The funding for such an initiative has to be shared by all schools pro rata. The final allocation received by Gladesmore will be £11, 463,710.31 This document is for information only.
- 3.3 **Budget Profile for 25-26**
- 3.3.1 GOR reminded governors that pupil numbers in Y7 will be reduced by 27 this year as there will be no need to take in an additional 'bulge' class again. In fact in one years time the school will have completely returned to it's PAN (Planned Admission Number) Unlike many other Haringey schools Gladesmore's Y7 is full and there will be a full complement of 243 pupils. Over London pupil numbers have fallen and whilst Gladesmore remains a popular school the days of having waiting lists in every year group have gone.

3.3.2 A restructuring exercise has been carried out and a number of voluntary redundancies have been offered. This process is currently underway and there have been a number of meetings, the most recent of which was with governors who approved a number of applications for redundancy. This process is not quite complete and the outcome of this process has not been included in this profile. This profile is based on the current staffing structure.

3.3.3 Governors have had the opportunity to study the profiled budget prior to the meeting. GOR was asked how much money had been put aside for teacher pay awards. GOR thought it was in the region of 3.5% for teachers with a slightly lower figure for support staff. However, there had been no assumption that the Teacher's Pay Grant would cover any of the increase although it is likely that there would be some funding available to cover some or all of the increase.

**NB: The following information was circulated to committee members after the meeting**  
***'The government has now confirmed a 4% pay award for teachers from September 2025, accepting the STRB recommendation in full. This award is partially funded through a £615m grant for the period 1 September 2025 to 31 March 2026.***

***Schools and trusts are expected to fund the first 2.3% of the pay rise from efficiencies and existing headroom. The remaining 1.7% will be covered by the grant. Support staff pay rises and school-based 16–19 provision are also included in the funding package.'***

3.3.4 GOR was asked whether the school would be liable for the increase in National Insurance. **AMO agreed to follow up this question.**

**Action: AMO**

3.3.5 It has been possible to set a balanced budget for 25026 with a predicted carry forward of £73,065. Once the restructuring process has been completed this figure should be reviewed. Governors **APPROVED** the budget profile for 2025-26

#### **4 Site Development Plan**

4.1 All development plans are currently on hold due to financial constraints. Site maintenance work has to continue to ensure that the site is safe and does not fall into disrepair. £11,444 has been allocated for essential maintenance.

#### **5 Personnel**

##### **5.1 Staff Tracker**

Staff Tracker – governors **NOTED** the tracker.

5.2 The tracker does not include outcome from the restructuring exercise. Recruitment is being limited to the bare minimum to cover subject tuition properly. There are vacancies in some shortage areas e.g. Science. Governors noted that there are still a few days to go for teachers to give notice for the end of this term (May 31<sup>st</sup> deadline) Recruiting for September can be difficult because of the minimum notice period.

#### **6 Policy Updates**

6.1 Health & Safety Policy – there were no major changes to this policy other than updating the names of lead officers. Governors **APPROVED** the policy.

##### **AOB**

7.1 There was no other business.

*There were no confidential items for discussion*

Chair of Committee-----Date-----