



MINUTES OF THE FEDERATION RESOURCES TRUST MEETING

Thursday 7 December 2023, 9.15am
The Gallery

Present

Andrew Cross, Rob Guthrie, Andrew Holt, Alex Mould, Mark Tinkler, Stuart Williams (Executive Principal), Guy Magrath (Vice Chair).

In Attendance

Kelly Jackson (Head of School, Catmose Primary), Oliver Teasel (Head of Harington School), Chris Wilson (Chief Finance Officer), Sheryl Wilson (Governance Professional).

1. Welcome introductions and apologies for absence

Emma Gautrey welcomed everyone to the meeting. Apologies for absence were received and accepted from Martyn Rhowbotham and Clive Norgaard Morton.

2. Declarations of Personal Interest and Pecuniary Interest

There were no declarations of personal or pecuniary interest.

3. Minutes of the meeting held on Thursday 12 October 2023

The minutes were signed as a true and accurate record.

4. Matters arising from previous minutes

A query was raised regarding the potential sale of the Central Services building. It was confirmed that a reply is awaited from the ESFA. The building is however being used as a hub to support students.

5. Clerk's Business

Emma Gautrey has given notice to resign from her position as trustee with effect from 7 December 2023. In her role as trustee, Emma had been chair of the Resources committee. It was unanimously agreed at the earlier Trust meeting that Guy Magrath will take on this position with effect from the meeting in February 2024 and Andrew Cross will be the vice chair of the Resources committee.

With regards to the Audit, Scrutiny and Risk Assessment committee which Emma Gautrey was part of, this will now consist of Clive Norgaard Morton (Chair), Andrew Holt, Robert Guthrie and Guy Magrath.

6. Financial Reports

An in-year deficit of £182,000 is forecasted for 2023/2024, mainly due to the pay increases. Salaries for teaching staffing have increased by 6.5%, with some teachers moving up a pay scale. The teachers' pay grant received left a shortfall of £98,000.

The support staff pay increase was also finalised with increases implemented. Each pay scale was increased by £1,925 per annum up to point 43 and above point 43 by 3.88%. No additional funding was received for this.

The catering budget is forecasting a deficit of £30,000, therefore, the menu will be repriced from 2 January 2024. Parents have been advised of the intended increase.

New budgeting software is being investigated and due diligence given to ensure that the system chosen is suitable and causes as little disruption as possible.

Question: Is there a way of simplifying the variance report as there is too much information.

A review of the finance software package is currently under review, which when implemented, will simplify the accounting codes.

Salary Sacrifice Scheme

The Chief Finance Officer is currently looking into salary sacrifice schemes, initially to source electric/hybrid vehicles in a cost-effective way. A paper was distributed to trustees prior to the meeting and they approved the recommendation. The CFO will go back to one of the suppliers to review their terms and conditions.

Alex Mould left the meeting at 10.20am.

7. Staffing Update – Confidential minutes*

8. A.O.B

There was no further business.

Diary Dates

Resources meeting - Thursday 8 February 2024, 9.15am