



# MINUTES OF THE FEDERATION RESOURCES TRUST MEETING

Thursday 3 July 2025, 8.15am  
The Gallery

## Present

Rob Guthrie, Andrew Holt, Guy Magrath (Chair), Alex Mould, Clive Norgaard Morton, Mark Tinkler, Stuart Williams (Executive Principal).

## In Attendance

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

### 1. Welcome introductions and apologies for absence

Guy Magrath welcomed everyone to meeting, apologies for absence were received and accepted from Andrew Cross.

### 2. Declarations of Personal Interest and Pecuniary Interest

Declarations of personal interest were declared by Kelly Jackson, Guy Magrath and Stuart Williams regarding the agenda item relating to BUPA along with Guy Magrath and Stuart Williams regarding a finance query (confidential).

### 3. Minutes of the meeting held on Thursday 15 May 2025

The minutes were signed as a true and accurate record.

### 4. Matters arising from previous minutes

There were no matters arising from the previous minutes.

### 5. Finance Report

#### Update on Financial position

The financial position is forecasting a reduction in the reserves of circa £150,000. This includes known costs carried forward from the previous year of £79k for the refurbishment of the sports hall, (including the expansion of the sports team office, and the creation of a new finance office) and £74k of retention monies due from the Barlow Building expansion – a total of £153k. Utility bills are expected to reduce over the summer. Confirmation of SEND funding is awaited. National Insurance Grants will not be received until October 2025, part of these funds will be included in this year's accounts. The College will receive £41,317, Primary £8,323 and Harington School of between £26k & £36k – a total of £75.6k - £85.6k for this academic year. If these estimates prove correct, the recurrent position (before capital expenditure) should be near to break-even. The figures above also assume that all budgets will be fully spent. Reserves should finish for the year at approximately £1 million.

The bank balances and year-end projections as at each month-end were shared with Trustees to demonstrate whether the cash balances are rising or falling. A narrative is also

given to explain why it is higher/lower than expected. The majority of trustees agreed that information presented in this way was useful and to further improve upon this, a graph would also be helpful.

### Academic Year 2025-2026 and Budget Forecast Return 2025/2026

At the last meeting in May, concerns were shared regarding the teachers' and support staff pay awards and if these would be funded. The Government has now advised that there will be financial support for the pay rises, initial indications suggest that the grant will be circa £182k. The grant will not fully fund the pay awards, and the deficit for next year is estimated at circa £85k before any funds on upgrading IT systems or premises are spent, therefore it will remain very challenging for the year ahead, largely due to lagged funding. A further £65k is proposed to spend on capital, therefore resulting in a £150k deficit.

Trustees approved the initial BFR return which will be submitted by 31 August 2025.

## 6. Pay Awards

Teachers have been offered a pay increase of 4% to take effect from 1 September 2025. (The proposed pay scales were shared with trustees). The increase includes related scales including the Leadership scale, Responsibility Point scale, Unqualified Teachers scale and the Recruitment and Retention scale. Support staff have been offered a pay rise of 3.2%, effective from 1 September 2025.

The new pay scales have been used to calculate the salary costs for the Federation for the Budget Forecast Return. Total salary costs are forecast to increase by circa £565k in total. (This includes the pay rises and the pay point increases and additional staff employed). Trustees agreed to implement the teachers' and support staff pay awards with effect from 1 September 2025 and these figures will be adopted in the pay policies.

## 7. BACS Payments

Orders over £30,000 were signed by Guy Magrath and trustees were aware of, and approved an order for £20,000 to replace 12-year-old computers; there may be a further order of that value.

**Question: The need to replace computers has been highlighted, is there a risk to anything else as a result of not doing refurbishment?**

The flooring in the Orangery has been earmarked as needing to be replaced, which has not been correct since installation. Quotes have been obtained, but these are very expensive (circa £20,000), the risk being that the Orangery could be out of action if the floor is not fit for purpose. The Operations Director is currently reviewing other contract work.

A site walk was completed recently with the Operations Director and the Executive Principal and earlier in the term, the Chair of the Trust and the Executive Principal also completed a site walk. Generally, the three schools are in a good place. IT is the largest risk due to under investing in IT infrastructure. There will, however, be a large bill for air conditioning due to an ongoing maintenance issue. Catering budgets have also been scrutinised and prices will increase in the new academic year. Flood lights on the AstroTurf pitch need to either be replaced with LED light bulbs or new bulbs. The refurbishment cost is £5000 compared to £100,000 to switching to LED. It is anticipated that income from the first sports letting will fund the refurbishment cost.

## 8. Premises Hire Policy

It was agreed to remove the pricing on the Premises Hire Policy as this will help with negotiating longer-term lettings. The policy will state that the rates for hire will be determined by the Executive Principal in consultation with the Chief Finance Officer. Income generated from sports lettings will be highlighted in the monthly accounts.

## 9. Staffing Update

New staff induction will be at the end of term 6 for 2 days.

Recent appointments include 4 new teaching assistants, an internal appointment to ATL Science and a new Catering Manager.

**Question: Is staffing becoming more expensive, and is the profile staying the same?**

Staff retention is high and as staff become more experienced, they also move up the scale. Although the College is growing in student numbers, the leadership team has not expanded. Apportionment work can be done on teaching costs.

## 10.A.O.B

Please refer to confidential minutes.

\*Confidential