



DRINGHOUSES PRIMARY SCHOOL

Minutes of the Resources Committee Meeting (virtual)

held on Wednesday 29th April 2026 at 9.00am, via Zoom

Present: Claire Scott-South (Co-Headteacher) Ros Roberts
Luke Zwalf Hannah Wilson

In Attendance: Judith Doughty (School Finance Assistant)
Claire Humphreys (School Business Manager)
Caroline Rigden (Governance Support Officer - Clerk)

		Action
1.	<u>Welcome, Apologies for Absence, Consents and Declarations of Interest</u> The Chair welcomed everyone to the meeting. Apologies were received, with consent, from It was noted that Sarah Costello had recently stepped down from the governing board. There were no declarations of interest.	
2.	<u>Minutes of the meeting held 11th February 2026, matters arising and action plan.</u> <i>Previously distributed: minutes from 11th February 2026, confidential minutes from 11th February 2026</i> APPROVED: Governors agreed that the minutes and confidential minutes of the previous meeting held on 11 th February 2026 were a true and accurate record and were marked as approved. There were no matters arising from the minutes. Action Points (carried forward from the last meeting) None.	
3.	<u>Year End Outturn</u> <i>Previously distributed: P12 CFR report, List of material differences.</i> Judith Doughty, School Finance Assistant, explained that at the previous meeting, which looked at period nine data, had projected a £67k deficit, which had been a small positive position against the revised budget. By the end of the year, the in-year deficit was actually only £11k, which was a variance of over £55k. The revenue carry forward to the next financial year was £90k. The list of differences had detail for any variance above £1k from the budget. The main areas of variance included energy costs, as up to date information on energy rate changes had not been available at revised budget time in December. Teacher costs had been costed up to have maternity leave at full pay and with some temporary changes to the senior leadership team (SLT), which had been unnecessary allocations. Learning resources had needed more SEND (Special Educational Needs and Disabilities)	

	support, so the budget had been increased but was not fully spent. There had also been some savings on codes that offset additional hours needed by teaching assistants from supply agencies. The Chair noted that it had been a very positive change. The School Finance Assistant highlighted that there had been a lot of flexibility and worst-case scenario built into the budget. A governor asked if there had been any lessons learnt that could be carried into the next budget. The School Finance Assistant reported that using the correct coding for support staff had been tightened up, and instead of assuming costs were at top of scale where now realistic on actual costs with planned progression. The School Business Manager added that as the SLT structure had been agreed, these costs had also been tightened. The School Finance Assistant explained that the energy budget remained unclear due to geopolitical concerns. In response to a governor's question, the School Finance Assistant explained that energy contracts were bought in advance through the local authority, although gas had shorter contract lengths due to the volatility of the market.	
4.	<u>Start Budget</u> <i>Previously distributed: Notes for Resources Committee, Start budget summary, Start budget CFR.</i> The School Finance Assistant reported that the start budget had been set based on 310 pupils, with per pupil funding having been set by the local authority at £4032. Pupil roll was falling across the city and based on this information the start budget would have an in-year deficit of £50k which would mean the carry forward to the next financial year would be £40k. Over time the carry forward to move to a deficit position by year three. The budget forecast had built in 2% inflation for most costs. In 2027 the infant class size funding was due to stop, although it had always been pushed to a later date and was not that large a grant. Classes had been planned for the next academic year. The Headteacher reported that two new Assistant Headteachers had been appointed, both of which were external candidates, and would add capacity with expertise and knowledge to help drive school forward. Due to having two new staff members this meant some teacher fixed term contracts would cease. The new structure had been fully priced up and decisions on the fixed term contracts would take place with relevant staff within the next two weeks, so this would give them time to seek a new post elsewhere. The School Finance Assistant highlighted changes in other areas of expenditure. The school would have no teaching staff insurance scheme, so the premium equivalent had been added to the supply budget. Energy contracts would be received in late May and unsure, so some flex had been built in to be cautious about it. A governor asked what plans were in place to try to avoid having a deficit carry forward from year three. The Headteacher explained that having great staff retention, while positive for knowledge and expertise, meant that teaching costs were higher. Staff could request to move onto the Upper Pay Scale (UPS) if they met the criteria, which could not be declined. There were also concerns with increased pupil need, and with less support funding having strong practitioners in the classroom was essential. A governor noted this explained half of the increased costs and asked where the rest sat. The Headteacher replied that the school held regular finance meetings to look where savings could be made, for example, there had been some cuts to subscriptions made. There were no answers to the increased costs around energy and food, as these were essentials and no support was given to offset this. A lot of other schools across the city	

	and nationally were facing similar concerns. In response to a governor's comment, the Headteacher agreed that the concerns were frustrating as the deficit was not due to poor financial decisions or management. Even if there were changes that meant some staff were cheaper, it would not reduce costs forever. Governors agreed that appointing the best staff for the school was the right thing to do and noted that the only way forward at the moment would be an increase in income from the government. The Headteacher highlighted that the school was very aware of the issues and were being proactive by making decisions in areas that it could control, within reason, but there were many areas that were not in the school's control, and this was where the most significant costs were. The School Business Manager confirmed that the rest of the budget had been striped back, but having unknown costs was not helpful. Income streams were tight, and it was good that there was parental support for trips as well as donations from Friends of Dringhouses School (FoDS) however, these were not guaranteed and could drop. An increase in lettings costs had been put in place to ensure it covered utilities and resources in school, including wear and tear on items. Governors agreed it was a very frustrating position and were supportive of the decisions school were making. Governors thought that these concerns needed to be highlighted not just to the local community but to those who had control over funding of schools, as the school had no other way to raise income as it was not a business. RESOLVED: Governors unanimously agreed to recommend the start budget to the FGB.	
5.	<u>Catering update</u> <i>Previously distributed: Kitchen analysis spreadsheet.</i> The School Business Manager reported that income was matching expenditure, with the main costs being staff salaries. There was good meal uptake and the School Business Manager had asked for benchmarking across the city. The response had been that the school's uptake had been very good, which was positive. There had been some previous discussions about increasing the meal price, however the School Business Manager was apprehensive about it, and when looking at other schools' meal prices across the city it was not easily comparable due to some in-house catering moving to catering contracts. A contract had a bit more leeway, but there was a reason why the school had decided to bring catering in-house, which also gave more control over what was served. Uptake had grown year on year, and staffing was settled. If the meal price increased, it would be one of the highest in the city. The government funding was £2.61 per meal with the meal price currently set at £3.25. Pupil Premium money was not used to subsidise meals. The situation was very tricky. There had been a family survey to provide feedback on meals, with more pupil voice needed around the offer to see whether some comments from the survey were actually a concern pupils had. This feedback would also support a price increase. Governors agreed that it may not be the right time to put up the meal price but suggested that with parents already supporting they may need a better picture of why the catering budget was in deficit, and it was important to keep parents happy. The School Business Manager highlighted a concern that if meal prices increased this could reduce uptake. There was also consideration of how to encourage pupils moving into Y3 to continue with school meals. Governors agreed to keep meal prices at the same price for the next academic year.	

6.	<u>Premises and Capital Plan update</u> <i>Previously distributed: Premises schedule</i> The School Business Manager explained that there were more windows to be replaced, which would be the last set to replace with uPVC. As the windows were part of a newer extension there were no restrictions on the replacements, so the work would take place over the summer holidays. There would be replacement display boards and some carpet replacement once the windows had been complete, if the budget allowed. A governor asked why there was nothing more planned following these works until 2030/31. The School Business Manager explained that there was a large project to replace the playground tarmac, which would need to save up capital funding for it. There also needed to be a buffer for breakdowns, as the school only received £7-8k of funding a year. There was a brief discussion about what would be needed for York College students to be able to decorate the school, with the only costs being paint.	
7.	<u>Staffing update</u> The Headteacher gave a brief update on staffing, with no known movement of teachers leaving the school yet, as the deadline for resignations was the end of May. Teaching assistants had different notice periods and there had been no indication yet if any of these would be leaving the school. The School Business Manager highlighted how difficult it could be to recruit support staff due to the salary offered. An update on staffing would be given at the last FGB meeting of the academic year.	
8.	<u>Policy review</u> <i>Previously distributed: Whistleblowing, Leave of Absence, Attendance, Health and Safety Statement of intent, Allergens, First Aid, Continuing Professional Development, Education Visits, Online and E-Safety.</i> A governor highlighted incorrect names on the Health and Safety statement. It was suggested that a new Health and Safety link governor be agreed at the next meeting. A governor asked about the Online and E-Safety policy being reviewed only every three years considering how quickly technology was moving. The School Business Manager noted the concern and explained that it could be reviewed on an annual basis instead. Governors agreed with this change. APPROVED: Governors approved the previously distributed policies.	
9.	<u>Any Other Urgent Business</u> There were no items were raised.	
10.	<u>Determination of Confidential Items</u> Nothing was deemed to be confidential.	
11.	<u>Dates and time of next meeting:</u> To be confirmed for next academic year.	
The meeting closed at 9:46am.		

Minutes approved at the Resources Committee meeting held on 30th September 2026.

DRINGHOUSES PRIMARY SCHOOL

Action Plan from the Resources Committee meeting held on Wednesday 29th April 2026

Action	Item	Person(s) responsible	Timescale
1.			