

PART 1 MINUTES FOR MEETING OF THE RESOURCES COMMITTEE OF LINGFIELD PRIMARY SCHOOL

Friday 20 March 2026

Governors

Cassie Puplett CP (Headteacher)

Seb Western SW

Cameron Turner CT

Paul Cook PC

In Attendance

Anna Sutton AS (Deputy HT)

Penny Batty PB (Clerk)

Paul Bunyan

PART 1

	TOPIC	ACTION
1	<p>APOLOGIES FOR ABSENCE</p> <p>All members of the committee were present</p>	
2	<p>DECLARATION OF INTEREST</p> <p>There were no Declarations of Interests in any of the agenda items.</p>	
3	<p>MATTERS ARISING FROM PREVIOUS MEETING</p> <p>Item 4: SW: Research alternative IT infrastructure solutions. See Item 5</p> <p>Item 6: PB: Place HT Appraisal on next FGB agenda. See Item 6</p> <p>Item 11: PB: Place Solar Panels Data on next agenda. See Item 5</p>	
4	<p>DRAFT BUDGET 2026/27</p> <p>SW had uploaded all budget papers onto Trello. Main points as follows:</p> <ul style="list-style-type: none"> • Deficit of 107K but Janice had been very prudent and this figure is likely to be reduced and there may be a small decrease in salaries • OPAL costs of 20K included in the budget • Pay increases have been estimated at 3% across the board • EY funding is now allocated termly • SCC used to pay 80% of maternity pay but following devolution only 10k will be paid • The 10% split parental leave payment will cease after April • Forecast for years 2 and 3 salaries will be over 90% which is above government guidelines but CP said that the impact of the additional staff is vital • CP asked what were 'professional services' which accounted for 56k? SW said that these were Eduthing, SIMS, Judicium etc 	

	<ul style="list-style-type: none"> CT asked how finances might change once the devolution of SCC had taken place in April and CP said that the impact that this will have on Surrey schools is not clear yet. 	
5	<p>PREMISES</p> <p>Health and Safety</p> <ul style="list-style-type: none"> There is a level of asbestos in the boiler room, but Kevin is the only one who enters the room and there is no risk that he will fracture the fabric of the building At a recent Fire Risk assessment, it was advised that the fire alarm call point notices should be replaced with fluorescent signs. The fire alarm needs a separate back up electrical system in case of a power cut Whilst Kevin checks the fire extinguishers regularly he has not been signing them off. A Risk Assessment was completed in the car park <p>Solar Panels Solar panels are working and running efficiently thereby saving the school money.</p> <p>IT Infrastructure SW said that whilst the infrastructure needs refreshing, the cost, (Eduthing quoted 40k) is currently impractical.</p>	
6	<p>HT APPRAISAL</p> <p>CT confirmed that the HT Appraisal Committee had met and a detailed discussion had taken place with CP and was documented by SW. CP had talked about the school's involvement with the Wellbeing Charter which is being promoted throughout the whole school and documented in SEF.</p>	
7	<p>FMR</p> <ul style="list-style-type: none"> Latest FMR (February) shows an 8k surplus. 143k carried forward to next year Dance School is proving to be very lucrative SEND funding has increased Salaries, building and maintenance and school trips all went over budget New I pads were purchased but the provider let the school retain the old ones at nominal cost 	
8	<p>SFVS</p> <p>SW confirmed that the SFVS has been completed, signed and returned.</p>	
9	<p>HUMAN RESOURCES</p> <p>PC said that he will be checking the Single Central Record today</p>	

<p>10</p>	<p>GDPR</p> <p>PC said that there were no GDPR issues to report. CT said that there was a complaint under investigation that may have GDPR implications. PC suggested that a GDPR check list would be useful and committee agreed. PC would contact Judicium regarding this.</p> <p>Actions: PC: Obtain a GDPR check list</p>	
<p>11</p>	<p>OFSTED INSPECTION</p> <p>CP said that she will be handing out Ofsted preparation packs to governors before the end of term. She is confident that the strong skill set within the GB will be able to answer any questions from the inspectors. Governors were reminded of the Inset Day on Monday 13th April when the Ofsted inspection will be discussed. Unfortunately, the proposed OPAL launch will have to be postponed as there are problems within the company. School has already paid 5500k towards this provision and if it does not go ahead she is hopeful that this money will be refunded.</p>	
<p>12</p>	<p>MATTERS ARISING</p> <p>Item 10: PC: Obtain a GDPR check list</p>	

SIGNED

DATE